



COIDA Board Meeting Agenda

Friday February 16, 2024 8:00 AM

Updated 2/09/24

- **Call COIDA Board meeting to order-Chair**
- **Roll Call** – Calling of Board members, announcement as to whether a quorum is present
- **Approval of Previous Board Meeting Minutes**
 - *January 12, 2024 Board Meeting Minutes (Electronic) – Motion*
- **Financial** – Michael Dobell
 - *COIDA/ORLF Accept Monthly Financials (Finance Package) – Motion*
 - *PILOT Report- Matt*
- **Report of Committees/Departments/Sites**
 - Business Development – Gabrielle Barone
 - Project Update – Staff
 - Facilities/Sites- Michael
 - MAP and LDC Report - Matt
 - Legal – Kevin Zanner
 - Marketing – Michael
- **Executive Session – If Required – Motion (Including invitees)**
 - *Action on any matters from executive session – Motion*
- **Unfinished Business**
 -
- **New Business**
 - Consider the approval of Guidelines and Policies
 - *Investment Policy – Motion*
 - *Real Property Acquisition - Motion*
 - *Property Disposal Guideline – Motion*
 - *Procurement Policy – Motion*
 - *Consider the approval of the Governance Committee Charter - Motion*
 - *Consider the approval of the 2023 Real property Report - Motion*
- **Adjournment**



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

Public Sector Statement
January 31, 2024
page 1 of 3

852011750

31 X 968 00031 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)

OEDA

Public Transaction Basic 852011750
COUNTY OF ORLEANS INDUSTRIAL
DEVELOPMENT AGENCY

Beginning balance 12-31-23	\$48,453.02
6 Additions	+155,480.47
39 Subtractions	-87,437.39
Ending balance 1-31-24	\$116,496.10

Additions

Deposits	Date	Serial #	Source	
	1-2		Deposit Branch 0290 New York	\$5,150.00
	1-2		Deposit Branch 0290 New York	300.00
	1-4		Deposit Branch 0290 New York	50,000.00
	1-5		Deposit Branch 0290 New York	30.47
	1-18		Deposit Branch 0290 New York	50,000.00
	1-30		Deposit Branch 0290 New York	50,000.00
Total additions				\$155,480.47

Subtractions

Paper Checks

* check missing from sequence

Check	Date	Amount	Check	Date	Amount	Check	Date	Amount
3053	1-16	\$160.44	3065	1-16	89.81	3075	1-18	139.98
3054	1-12	45.00	3066	1-17	5.00	3076	1-16	300.00
3055	1-8	632.20	3067	1-18	8,602.00	3077	1-10	95.81
3056	1-8	65.16	3068	1-16	6,000.00	3078	1-23	119.88
*3058	1-9	129.04	3069	1-11	216.04	3079	1-26	51.50
3059	1-11	26.98	3070	1-11	83.20	3080	1-24	151.84
3060	1-12	2,196.00	3071	1-11	300.50	3081	1-29	27,498.00
3061	1-22	25.00	3072	1-10	877.50	3082	1-31	806.60
3062	1-10	100.00	3073	1-16	1,664.57	3083	1-29	4,878.00
3063	1-8	4,150.00	3074	1-16	85.00	*3087	1-31	162.50
3064	1-16	104.02						

Paper Checks Paid

\$59,761.57

*(reconciled) 2/5/24
MTH
[Signature]*

Public Sector Statement
 January 31, 2024
 page 2 of 3

852011750

<i>Withdrawals</i>	<i>Date</i>	<i>Serial #</i>	<i>Location</i>	
	1-3		Direct Withdrawal, 9102716322	Cons Coll \$656.34
	1-4		Direct Withdrawal, Paychex-Rcx	Payroll 7,965.84
	1-4		Direct Withdrawal, Paychex Tps	Taxes 4,052.06
	1-10		Direct Withdrawal, Paychex Eib	Invoice 160.44
	1-18		Direct Withdrawal, Paychex	Payroll 7,965.84
	1-18		Direct Withdrawal, Paychex Tps	Taxes 4,032.86
	1-22		Direct Withdrawal, Paychex Tps	Taxes 168.00
	1-23		Direct Withdrawal, Hmknyebill	Hmknyebil 2,674.44
Total subtractions				\$87,437.39

10:34 AM

02/05/24

Orleans Economic Development Agency
Reconciliation Summary
200.001 · OEDA Agency Checking, Period Ending 01/31/2024

	<u>Jan 31, 24</u>
Beginning Balance	48,453.02
Cleared Transactions	
Checks and Payments - 43 Items	-87,437.39
Deposits and Credits - 6 Items	155,480.47
Total Cleared Transactions	<u>68,043.08</u>
Cleared Balance	<u>116,496.10</u>
Uncleared Transactions	
Checks and Payments - 8 Items	-3,504.76
Deposits and Credits - 2 Items	144.53
Total Uncleared Transactions	<u>-3,360.23</u>
Register Balance as of 01/31/2024	<u>113,135.87</u>
New Transactions	
Checks and Payments - 6 Items	-26,607.03
Deposits and Credits - 1 Item	300.00
Total New Transactions	<u>-26,307.03</u>
Ending Balance	<u>86,828.84</u>

**Orleans Economic Development Agency
Reconciliation Detail
200.001 - OEDA Agency Checking, Period Ending 01/31/2024**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						48,453.02
Cleared Transactions						
Checks and Payments - 43 Items						
Check	01/02/2024	3060	Village of Albion (v)	X	-2,196.00	-2,196.00
Check	01/02/2024		NYS & Local Retire...	X	-656.34	-2,852.34
Check	01/02/2024	3064	U.S. Bank Equipme...	X	-104.02	-2,956.36
Check	01/02/2024	3065	Gabrielle L Barone	X	-89.81	-3,046.17
Check	01/03/2024	3063	HurwitzFine PC	X	-4,150.00	-7,196.17
Check	01/03/2024	3055	HurwitzFine PC	X	-632.20	-7,828.37
Check	01/03/2024	3053	Paychex	X	-160.44	-7,988.81
Check	01/03/2024	3058	Verizon Wireless	X	-129.04	-8,117.85
Check	01/03/2024	3062	Reserve Account/Pi...	X	-100.00	-8,217.85
Check	01/03/2024	3056	Orleans Co. Treasu...	X	-65.16	-8,283.01
Check	01/03/2024	3054	CH PC	X	-45.00	-8,328.01
Check	01/03/2024	3059	Keppler Culligan W...	X	-26.98	-8,354.99
Check	01/03/2024	3061	Medina Area Partne...	X	-25.00	-8,379.99
Liability Check	01/05/2024		Paychex	X	-4,052.06	-12,432.05
Paycheck	01/05/2024		Gabrielle L Barone	X	-3,114.89	-15,546.94
Paycheck	01/05/2024		Michael R Dobell	X	-2,806.00	-18,352.94
Paycheck	01/05/2024		Mathew R Holland	X	-2,044.95	-20,397.89
Check	01/05/2024		Paychex	X	-168.00	-20,565.89
Check	01/05/2024		Paychex	X	-160.44	-20,726.33
Check	01/10/2024	3067	Falls Road Railroad...	X	-8,602.00	-29,328.33
Check	01/10/2024	3068	Mindful Media Group	X	-6,000.00	-35,328.33
Check	01/10/2024	3073	Brian Parisi Copiers...	X	-1,664.57	-36,992.90
Check	01/10/2024	3072	Diane L Blanchard	X	-877.50	-37,870.40
Check	01/10/2024	3071	Key Bank	X	-300.50	-38,170.90
Check	01/10/2024	3076	Brian Parisi Copiers...	X	-300.00	-38,470.90
Check	01/10/2024	3069	Key Bank	X	-216.04	-38,686.94
Check	01/10/2024	3075	Spectrum Enterprise	X	-139.98	-38,826.92
Check	01/10/2024	3077	Michael R Dobell	X	-95.81	-38,922.73
Check	01/10/2024	3074	Roush C.P.A. PC	X	-85.00	-39,007.73
Check	01/10/2024	3070	Key Bank	X	-83.20	-39,090.93
Check	01/10/2024	3066	Health Economics ...	X	-5.00	-39,095.93
Liability Check	01/16/2024	3080	Health Economics ...	X	-151.84	-39,247.77
Liability Check	01/18/2024		Paychex	X	-4,032.86	-43,280.63
Check	01/18/2024	3078	Mindful Media Group	X	-119.88	-43,400.51
Check	01/18/2024	3079	Indoff Incorporated	X	-51.50	-43,452.01
Paycheck	01/19/2024		Gabrielle L Barone	X	-3,114.88	-46,566.89
Paycheck	01/19/2024		Michael R Dobell	X	-2,806.00	-49,372.89
Paycheck	01/19/2024		Mathew R Holland	X	-2,044.96	-51,417.85
Liability Check	01/22/2024	3081	NYS & Local Emplo...	X	-27,498.00	-78,915.85
Check	01/22/2024		Hightmark BCBSWNY	X	-2,674.44	-81,590.29
Check	01/24/2024	3082	HurwitzFine PC	X	-806.60	-82,396.89
Check	01/26/2024	3083	Orleans Co. Treasu...	X	-4,878.00	-87,274.89
Check	01/31/2024	3087	Diane L Blanchard	X	-162.50	-87,437.39
Total Checks and Payments					-87,437.39	-87,437.39
Deposits and Credits - 6 Items						
Payment	01/02/2024	27888	Western New York ...	X	5,150.00	5,150.00
Deposit	01/03/2024			X	300.00	5,450.00
Deposit	01/05/2024			X	30.47	5,480.47
Deposit	01/05/2024			X	50,000.00	55,480.47
Deposit	01/18/2024			X	50,000.00	105,480.47
Payment	01/30/2024	295697	Orleans County Tre...	X	50,000.00	155,480.47
Total Deposits and Credits					155,480.47	155,480.47
Total Cleared Transactions					68,043.08	68,043.08
Cleared Balance					68,043.08	116,496.10

**Orleans Economic Development Agency
Reconciliation Detail
200.001 - OEDA Agency Checking, Period Ending 01/31/2024**

Type	Date	Num	Name	Clr	Amount	Balance
Uncleared Transactions						
Checks and Payments - 8 Items						
General Journal	11/16/2022	Post...			-76.35	-76.35
Liability Check	07/18/2023	2916	Orleans Co. Treasu...		-48.72	-126.07
Liability Check	08/01/2023	2923	Orleans Co. Treasu...		-1.74	-126.81
Liability Check	08/29/2023	2987	Orleans Co. Treasu...		-48.72	-175.53
Check	01/03/2024	3057	James R Whipple		-700.00	-875.53
Check	01/29/2024	3084	Key Bank		-15.38	-890.91
Check	01/31/2024	3086	Village of Albion (v)		-2,196.00	-3,086.91
Check	01/31/2024	3085	Key Bank		-417.85	-3,504.76
Total Checks and Payments					-3,504.76	-3,504.76
Deposits and Credits - 2 Items						
General Journal	04/12/2017	Posta...			21.18	21.18
General Journal	10/24/2022	Post...			123.35	144.53
Total Deposits and Credits					144.53	144.53
Total Uncleared Transactions					-3,360.23	-3,360.23
Register Balance as of 01/31/2024					64,682.85	113,135.87
New Transactions						
Checks and Payments - 6 Items						
Liability Check	02/01/2024		Paychex		-3,975.19	-3,975.19
Paycheck	02/02/2024		Gabrielle L. Barone		-3,114.89	-7,090.08
Paycheck	02/02/2024		Michael R Dobell		-2,806.00	-9,896.08
Paycheck	02/02/2024		Mathew R Holland		-2,044.95	-11,941.03
Check	02/07/2024	3088	MIndful Media Group		-8,000.00	-19,941.03
Check	02/07/2024	3089	EFPR Group CPA'S...		-6,666.00	-26,607.03
Total Checks and Payments					-26,607.03	-26,607.03
Deposits and Credits - 1 Item						
Deposit	02/02/2024				300.00	300.00
Total Deposits and Credits					300.00	300.00
Total New Transactions					-26,307.03	-26,307.03
Ending Balance					38,375.82	86,828.84



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

Public Sector Statement
January 31, 2024
page 1 of 3

329681401777

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

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

County Funds

Public Savings 329681401777
COUNTY OF ORLEANS INDUSTRIAL DEVELOPMENT
OEDA COUNTY FUNDS ACCOUNT

Beginning balance 12-31-23	\$100,097.58
2 Additions	+739,515.16
2 Subtractions	-614,515.16
Interest paid	+71.00
Ending balance 1-31-24	\$225,168.58

Additions

Deposits	Date	Serial #	Source	
	1-5	81713186	Reverse Wrong Entry	\$369,757.58
	1-5	81713185	Closed CD 32698820008199	369,757.58
Total additions				\$739,515.16

Subtractions

Withdrawals	Date	Serial #	Location	
	1-5	81711216	Closed CD 32698820008199	\$369,757.58

Transfers	Date	Serial #	Destination	
	1-5		Trf To Cda 0032698820008629 3290	\$244,757.58
Total subtractions				\$614,515.16

Interest earned

Annual percentage yield (APY) earned	0.40%
Number of days this statement period	31
Interest paid 1-31-24	\$71.00
Interest earned this statement period	\$71.00
Interest paid year-to-date	\$71.00

329681401777

Interest
earned
(con't)

Interest earned (2023)

\$97.58

9:38 AM
02/05/24

Orleans Economic Development Agency
Reconciliation Summary
200.006 · OEDA County Fund Acct, Period Ending 01/31/2024

	<u>Jan 31, 24</u>
Beginning Balance	100,097.58
Cleared Transactions	
Checks and Payments - 1 Item	-244,757.58
Deposits and Credits - 2 Items	369,828.58
Total Cleared Transactions	<u>125,071.00</u>
Cleared Balance	<u>225,168.58</u>
Register Balance as of 01/31/2024	225,168.58
Ending Balance	225,168.58

9:38 AM

02/05/24

Orleans Economic Development Agency
Reconciliation Detail
200.006 - OEDA County Fund Acct, Period Ending 01/31/2024

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
Beginning Balance						100,097.58
Cleared Transactions						
Checks and Payments - 1 Item						
Transfer	01/05/2024			X	-244,757.58	-244,757.58
Total Checks and Payments					-244,757.58	-244,757.58
Deposits and Credits - 2 Items						
Transfer	01/05/2024			X	369,757.58	369,757.58
Deposit	01/31/2024			X	71.00	369,828.58
Total Deposits and Credits					369,828.58	369,828.58
Total Cleared Transactions					125,071.00	125,071.00
Cleared Balance					125,071.00	225,168.58
Register Balance as of 01/31/2024					125,071.00	225,168.58
Ending Balance					125,071.00	225,168.58



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

Public Sector Statement
January 31, 2024
page 1 of 2

852348282

8 X 968 00008 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)

PILOT

Public Transaction 852348282
COUNTY OF ORLEANS INDUSTRIAL
DEVELOPMENT AGENCY

Beginning balance 12-31-23	\$0.01
8 Additions	+487,228.90
8 Subtractions	-309,176.06
Ending balance 1-31-24	\$178,052.85



Additions

Deposits	Date	Serial #	Source	
	1-16		Deposit Branch 0290 New York	\$3,581.58
	1-16		Deposit Branch 0290 New York	3,147.73
	1-16		Deposit Branch 0290 New York	1,157.11
	1-22		Deposit Branch 0290 New York	398,776.45
	1-22		Deposit Branch 0290 New York	5,671.47
	1-25		Deposit Branch 0290 New York	56,912.31
	1-25		Deposit Branch 0290 New York	7,280.11
	1-29		Deposit Branch 0290 New York	10,702.14
Total additions				\$487,228.90

Subtractions

Paper Checks * check missing from sequence

Check	Date	Amount	Check	Date	Amount	Check	Date	Amount
915	1-31	\$1,060.14	*919	1-29	2,758.20	*925	1-31	5,625.88
916	1-29	2,087.59	920	1-29	823.38	*927	1-31	39,156.50
917	1-29	894.56	921	1-31	256,769.81			

Paper Checks Paid \$309,176.06

Fees and charges

See your Account Analysis statement for details.

9:23 AM

02/05/24

Orleans Economic Development Agency
Reconciliation Summary
200.003 · OEDA PILOT Checking, Period Ending 01/31/2024

	Jan 31, 24	
Beginning Balance		0.01
Cleared Transactions		
Checks and Payments - 8 Items	-309,176.06	
Deposits and Credits - 11 Items	487,228.90	
Total Cleared Transactions	<u>178,052.84</u>	
Cleared Balance		<u>178,052.85</u>
Uncleared Transactions		
Checks and Payments - 6 items	-167,350.70	
Total Uncleared Transactions	<u>-167,350.70</u>	
Register Balance as of 01/31/2024		<u>10,702.15</u>
New Transactions		
Checks and Payments - 2 items	-10,702.14	
Total New Transactions	<u>-10,702.14</u>	
Ending Balance		<u>0.01</u>

**Orleans Economic Development Agency
Reconciliation Detail
200.003 - OEDA PILOT Checking, Period Ending 01/31/2024**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						0.01
Cleared Transactions						
Checks and Payments - 8 items						
Check	01/18/2024	916	Orleans Co. Treasu...	X	-2,087.59	-2,087.59
Check	01/18/2024	915	Town of Yates (v)	X	-1,060.14	-3,147.73
Check	01/18/2024	917	Orleans Co. Treasu...	X	-894.56	-4,042.29
Check	01/24/2024	921	Orleans Co. Treasu...	X	-256,769.81	-260,812.10
Check	01/24/2024	919	Orleans Co. Treasu...	X	-2,758.20	-263,570.30
Check	01/24/2024	920	Town of Murray	X	-823.38	-264,393.68
Check	01/26/2024	927	Orleans Co. Treasu...	X	-39,156.50	-303,550.18
Check	01/26/2024	925	Orleans Co. Treasu...	X	-5,625.88	-309,176.06
Total Checks and Payments					-309,176.06	-309,176.06
Deposits and Credits - 11 items						
Check	09/06/2023	890	Medina Central Sch...	X	0.00	0.00
Payment	01/16/2024	1627	Medina Hospitality	X	1,157.11	1,157.11
Payment	01/16/2024	1682	Empire Fruit LLC Pl...	X	3,147.73	4,304.84
Payment	01/16/2024	159308	Save Holley High LLC	X	3,581.58	7,886.42
Check	01/18/2024	914	Orleans Co. Treasu...	X	0.00	7,886.42
Payment	01/22/2024	1692	Hendrickson Holdin...	X	5,671.47	13,557.89
Payment	01/22/2024	28132	Western New York ...	X	398,776.45	412,334.34
Payment	01/25/2024	0004...	Pride Pak Inc PILOT	X	7,280.11	419,614.45
Payment	01/25/2024	4788	Cottages at Troutbu...	X	56,912.31	476,526.76
Payment	01/29/2024	1491	Lake Ridge Fruit	X	10,702.14	487,228.90
Check	02/07/2024	930	Lake Ridge Fruit	X	0.00	487,228.90
Total Deposits and Credits					487,228.90	487,228.90
Total Cleared Transactions					178,052.84	178,052.84
Cleared Balance					178,052.84	178,052.85
Uncleared Transactions						
Checks and Payments - 6 Items						
Check	01/18/2024	918	Town of Shelby		-262.55	-262.55
Check	01/26/2024	922	Town of Shelby		-142,006.64	-142,269.19
Check	01/26/2024	928	Town of Kendall		-17,755.81	-160,025.00
Check	01/26/2024	923	Orleans Co. Treasu...		-3,874.82	-163,899.82
Check	01/26/2024	924	Town of Ridgeway		-1,796.65	-165,696.47
Check	01/26/2024	926	Town of Shelby		-1,654.23	-167,350.70
Total Checks and Payments					-167,350.70	-167,350.70
Total Uncleared Transactions					-167,350.70	-167,350.70
Register Balance as of 01/31/2024					10,702.14	10,702.15
New Transactions						
Checks and Payments - 2 Items						
Check	02/07/2024	931	Orleans County Tre...		-7,837.00	-7,837.00
Check	02/07/2024	929	Town of Gaines		-2,865.14	-10,702.14
Total Checks and Payments					-10,702.14	-10,702.14
Total New Transactions					-10,702.14	-10,702.14
Ending Balance					0.00	0.01

10:50 AM

02/05/24

Accrual Basis

Orleans Economic Development Agency
Balance Sheet Prev Year Comparison w/o PILOT
As of January 31, 2024

	Jan 31, 24	Jan 31, 23	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
200 - Cash Accounts				
CD- 09/2023	244,787.58	0.00	244,787.58	100.0%
200.006 - OEDA County Fund Acct	225,168.58	465,999.99	-240,831.41	-51.7%
200.001 - OEDA Agency Checking	113,135.87	105,649.17	7,486.70	7.1%
Total 200 - Cash Accounts	583,092.03	571,649.16	11,442.87	2.0%
Total Checking/Savings	583,092.03	571,649.16	11,442.87	2.0%
Accounts Receivable				
385 - Interest & Penalties-AR	3,097.82	3,097.82	0.00	0.0%
380 - Accounts Receivable	5,616.02	8,453.26	-2,835.24	-33.5%
Total Accounts Receivable	8,715.84	11,551.08	-2,835.24	-24.6%
Other Current Assets				
Interfund Activity	359.35	359.35	0.00	0.0%
205 - Due From OLRC	-27,533.20	72,466.80	-100,000.00	-138.0%
480 - Prepaid expenses				
480.001 - Express Mail Corporate Account	131.15	158.75	-27.60	-17.4%
Total 480 - Prepaid expenses	131.15	158.75	-27.60	-17.4%
Total Other Current Assets	-27,042.70	72,884.90	-100,027.60	-137.1%
Total Current Assets	564,765.17	656,185.14	-91,419.97	-13.9%
Fixed Assets				
101 - Land				
101.002 - Medina Business Park				
MBP Sewer System				
County Interagency Installmnt	11,034.85	11,034.85	0.00	0.0%
MBP Sewer System - Other	155,785.07	155,785.07	0.00	0.0%
Total MBP Sewer System	166,819.92	166,819.92	0.00	0.0%
101.002 - Medina Business Park - Other	87,549.65	87,549.65	0.00	0.0%
Total 101.002 - Medina Business Park	254,369.57	254,369.57	0.00	0.0%
101.003 - Holley Business Park	319,622.09	319,622.09	0.00	0.0%
101.004 - Land - Other	61,065.09	61,065.09	0.00	0.0%
Total 101 - Land	635,056.75	635,056.75	0.00	0.0%
104 - Machinery & equip	22,331.05	22,331.05	0.00	0.0%
114 - Accum deprec- Mach & equip	-22,331.05	-22,331.05	0.00	0.0%
Total Fixed Assets	635,056.75	635,056.75	0.00	0.0%
Other Assets				
215 - Payment transfer to OLRC/OEDA/	8,772.50	33,772.50	-25,000.00	-74.0%
399 - Deferred Outflow of Resources	154,922.00	154,922.00	0.00	0.0%
Total Other Assets	163,694.50	188,694.50	-25,000.00	-13.3%
TOTAL ASSETS	1,363,516.42	1,479,936.39	-116,419.97	-7.9%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
400 - Deferred inflow of Resources	125,248.00	125,248.00	0.00	0.0%
604 - Cash Held on Behalf of Others	43,612.37	43,612.37	0.00	0.0%
Due to OLRC	266,704.39	166,704.39	100,000.00	60.0%
601 - Accrued Liabilities	9,423.96	9,423.96	0.00	0.0%
602 - Payroll Deductions				
602.100 - Company Liabilities				
602.105 - Disability Insurance	-48.72	0.00	-48.72	-100.0%
602.106 - Workers Comp Self-Ins	-4,878.00	0.00	-4,878.00	-100.0%
Total 602.100 - Company Liabilities	-4,926.72	0.00	-4,926.72	-100.0%
602.200 - Employee Deductions				
602.204 - NYS Withholding - Emp.	-48.72	0.00	-48.72	-100.0%
602.205 - NYS & Local Retirement	-34,821.98	-7,828.00	-26,993.98	-344.8%
602.206 - Cafeteria Plan	3,444.00	3,340.55	103.45	3.1%
Total 602.200 - Employee Deductions	-31,426.70	-4,487.45	-26,939.25	-600.3%

10:50 AM
 02/05/24
 Accrual Basis

Orleans Economic Development Agency
Balance Sheet Prev Year Comparison w/o PILOT
 As of January 31, 2024

	Jan 31, 24	Jan 31, 23	\$ Change	% Change
602 · Payroll Deductions - Other	1,251.54	89.56	1,161.98	1,297.4%
Total 602 · Payroll Deductions	-35,101.88	-4,397.89	-30,703.99	-698.2%
Total Other Current Liabilities	409,886.84	340,590.83	69,296.01	20.4%
Total Current Liabilities	409,886.84	340,590.83	69,296.01	20.4%
Long Term Liabilities				
680 · Pension Liability	-35,929.00	-35,929.00	0.00	0.0%
689 · Other Long Term Debt (spec)				
689.003 · Loan Payable - Orleans Co.	500,000.00	500,000.00	0.00	0.0%
Total 689 · Other Long Term Debt (spec)	500,000.00	500,000.00	0.00	0.0%
Total Long Term Liabilities	464,071.00	464,071.00	0.00	0.0%
Total Liabilities	873,957.84	804,661.83	69,296.01	8.6%
Equity				
908 · Transfer from OLRC	707,500.00	657,500.00	50,000.00	7.6%
909.001 · Retained Earnings	-220,893.27	-11,321.13	-209,572.14	-1,851.2%
Net Income	451.86	28,595.69	-28,143.83	-98.3%
Total Equity	487,058.59	672,774.56	-185,715.97	-27.6%
TOTAL LIABILITIES & EQUITY	1,361,016.43	1,477,436.39	-116,419.96	-7.9%

10:50 AM

02/05/24

Accrual Basis

Orleans Economic Development Agency Balance Sheet Prev Year Comparison w/PILOT As of January 31, 2024

	Jan 31, 24	Jan 31, 23	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
200 · Cash Accounts				
CD- 09/2023	244,787.58	0.00	244,787.58	100.0%
200.006 · OEDA County Fund Acct	225,168.68	465,999.99	-240,831.41	-51.7%
200.001 · OEDA Agency Checking	113,135.87	105,049.17	7,486.70	7.1%
200.003 · OEDA PILOT Checking	10,702.15	82,221.06	-71,518.91	-87.0%
Total 200 · Cash Accounts	593,794.18	653,870.22	-60,076.04	-9.2%
Total Checking/Savings	593,794.18	653,870.22	-60,076.04	-9.2%
Accounts Receivable				
385 · Interest & Penalties-A/R	3,097.82	3,097.82	0.00	0.0%
380 · Accounts Receivable	5,618.02	8,453.26	-2,835.24	-33.5%
381 · PILOT Receivable	15,426.11	18,953.90	-3,527.79	-18.6%
Total Accounts Receivable	24,141.95	30,504.98	-6,363.03	-20.9%
Other Current Assets				
Interfund Activity				
205 · Due From OLCR	359.35	359.35	0.00	0.0%
480 · Prepaid expenses	-27,533.20	72,466.80	-100,000.00	-138.0%
480.001 · Express Mall Corporate Account	131.15	158.75	-27.60	-17.4%
Total 480 · Prepaid expenses	131.15	158.75	-27.60	-17.4%
Total Other Current Assets	-27,042.70	72,984.90	-100,027.60	-137.1%
Total Current Assets	590,893.43	757,360.10	-166,466.67	-22.0%
Fixed Assets				
101 · Land				
101.002 · Medina Business Park				
MBP Sewer System				
County Interagency Installmnt	11,034.85	11,034.85	0.00	0.0%
MBP Sewer System - Other	155,785.07	155,785.07	0.00	0.0%
Total MBP Sewer System	166,819.92	166,819.92	0.00	0.0%
101.002 · Medina Business Park - Other	87,549.65	87,549.65	0.00	0.0%
Total 101.002 · Medina Business Park	254,369.57	254,369.57	0.00	0.0%
101.003 · Holley Business Park	319,622.09	319,622.09	0.00	0.0%
101.004 · Land - Other	61,065.09	61,065.09	0.00	0.0%
Total 101 · Land	635,056.75	635,056.75	0.00	0.0%
104 · Machinery & equip	22,331.05	22,331.05	0.00	0.0%
114 · Accum deprec- Mach & equip	-22,331.05	-22,331.05	0.00	0.0%
Total Fixed Assets	635,056.75	635,056.75	0.00	0.0%
Other Assets				
215 · Payment transfer to OLCR/OEDA/	8,772.50	33,772.50	-25,000.00	-74.0%
399 · Deferred Outflow of Resources	154,922.00	154,922.00	0.00	0.0%
Total Other Assets	163,694.50	188,694.50	-25,000.00	-13.3%
TOTAL ASSETS	1,389,644.68	1,581,111.35	-191,466.67	-12.1%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
400 · Deferred Inflow of Resources				
604 · Cash Held on Behalf of Others	125,248.00	125,248.00	0.00	0.0%
Due to OLCR	43,612.37	43,612.37	0.00	0.0%
601 · Accrued Liabilities	286,704.39	166,704.39	100,000.00	60.0%
602 · Payroll Deductions	9,423.96	9,423.96	0.00	0.0%
602.100 · Company Liabilities				
602.105 · Disability Insurance	-48.72	0.00	-48.72	-100.0%
602.106 · Workers Comp Self-Ins	-4,878.00	0.00	-4,878.00	-100.0%
Total 602.100 · Company Liabilities	-4,926.72	0.00	-4,926.72	-100.0%
602.200 · Employee Deductions				
602.204 · NYS Withholding - Emp.	-48.72	0.00	-48.72	-100.0%
602.205 · NYS & Local Retirement	-34,821.88	-7,828.00	-26,993.98	-344.8%
602.206 · Cafeteria Plan	3,444.00	3,340.55	103.45	3.1%
Total 602.200 · Employee Deductions	-31,426.70	-4,487.45	-26,939.25	-800.3%

10:50 AM

02/05/24

Accrual Basis

Orleans Economic Development Agency
Balance Sheet Prev Year Comparison w/PILOT
 As of January 31, 2024

	Jan 31, 24	Jan 31, 23	\$ Change	% Change
602 · Payroll Deductions - Other	1,251.64	89.56	1,161.98	1,297.4%
Total 602 · Payroll Deductions	-35,101.88	-4,397.89	-30,703.99	-698.2%
631 · Due to Other Governments				
631.001 · PILOTs payable	28,628.25	103,674.98	-75,046.71	-72.4%
Total 631 · Due to Other Governments	28,628.25	103,674.98	-75,046.71	-72.4%
Total Other Current Liabilities	438,515.09	444,265.79	-5,750.70	-1.3%
Total Current Liabilities	438,515.09	444,265.79	-5,750.70	-1.3%
Long Term Liabilities				
680 · Pension Liability	-35,929.00	-35,929.00	0.00	0.0%
689 · Other Long Term Debt (spec)				
689.003 · Loan Payable - Orleans Co.	500,000.00	500,000.00	0.00	0.0%
Total 689 · Other Long Term Debt (spec)	500,000.00	500,000.00	0.00	0.0%
Total Long Term Liabilities	464,071.00	464,071.00	0.00	0.0%
Total Liabilities	902,586.09	908,336.79	-5,750.70	-0.6%
Equity				
908 · Transfer from OLRC	707,600.00	657,500.00	50,000.00	7.6%
909.001 · Retained Earnings	-220,893.27	-11,321.13	-209,572.14	-1,851.2%
Net Income	451.86	28,595.89	-26,143.83	-98.3%
Total Equity	487,058.59	672,774.66	-185,715.97	-27.6%
TOTAL LIABILITIES & EQUITY	1,389,644.68	1,581,111.35	-191,466.67	-12.1%

10:50 AM
02/05/24
Accrual Basis

Orleans Economic Development Agency
Profit & Loss Budget Performance
January 2024

	<u>Jan 24</u>	<u>Budget</u>	<u>Jan 24</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
980 - Revenues	<u>58,831.06</u>		<u>58,831.06</u>		
Total Income	<u>58,831.06</u>		<u>58,831.06</u>		
Gross Profit	<u>58,831.06</u>		<u>58,831.06</u>		
Expense					
522 - Expenses	<u>58,379.20</u>		<u>58,379.20</u>		
Total Expense	<u>58,379.20</u>		<u>58,379.20</u>		
Net Ordinary Income	<u>451.86</u>		<u>451.86</u>		
Net Income	<u><u>451.86</u></u>		<u><u>451.86</u></u>		

10:51 AM

02/05/24

Accrual Basis

Orleans Economic Development Agency Transaction Detail by Account January 2024

Type	Date	Num	Name	Memo	Amount	Balance
200 - Cash Accounts						
200.001 - OEDA Agency Checking						
Check	01/02/2024		NYS & Local Retirement System	Dec 2023 NYSRL withholdings for employees	-658.34	-658.34
Check	01/02/2024	3080	Village of Albion (v)	January 2024 Rent	-2,196.00	-2,852.34
Payment	01/02/2024	27888	Western New York Energy LLC		5,150.00	2,297.66
Check	01/02/2024	3084	U.S. Bank Equipment Finance	January 2024 copler payment	-104.02	2,193.64
Check	01/02/2024	3065	Gabrielle L. Barone	Mileage Oct through Dec 2023	-89.81	2,103.83
Check	01/03/2024	3053	Paychex	#2023122800 Payroll Processing fee De...	-160.44	1,943.39
Check	01/03/2024	3054	CH PC	#19806 Remote Support GMS Update	-45.00	1,898.39
Check	01/03/2024	3055	HurwitzFine PC	#2052602 General Legal Matters	-632.20	1,266.19
Check	01/03/2024	3056	Orleans Co. Treasurer	Third Quarter Disability Insurance 2023	-65.16	1,201.03
Check	01/03/2024	3057	James R Whipple	Filing 2024 PARIS and COIDA, OCLDC, a...	-700.00	501.03
Check	01/03/2024	3058	Verizon Wireless	#9951124699 Dec 2023	-129.04	371.99
Check	01/03/2024	3059	Kepler Culligan Water Treatm...	389584 Dec 2023 Water Delivery	-26.98	345.01
Check	01/03/2024	3081	Medina Area Partnership	Affiliate Membership 2024	-25.00	320.01
Check	01/03/2024	3062	Reserve Account/Pitney Bowes	Refill postage January 2024	-100.00	220.01
Check	01/03/2024	3063	HurwitzFine PC	WNY Energy Project Legal Fees 12/27/23	-4,150.00	-3,929.99
Deposit	01/03/2024			Deposit	300.00	-3,629.99
Paycheck	01/05/2024		Michael R Dobell		-2,806.00	-6,435.99
Paycheck	01/05/2024		Gabrielle L. Barone		-3,114.89	-9,550.88
Paycheck	01/05/2024		Mathew R Holland		-2,044.95	-11,595.83
Liability ...	01/05/2024		Paychex	16-1356958, 9350087 3, 161356958 6	-4,052.06	-15,647.89
Deposit	01/05/2024			Deposit	50,000.00	34,352.11
Deposit	01/05/2024			Deposit	30.47	34,382.58
Check	01/05/2024		Paychex	Payroll services January Payroll services	-160.44	34,222.14
Check	01/05/2024		Paychex	Additional annual taxes charged through Payc...	-168.00	34,054.14
Check	01/10/2024	3086	Health Economics Group Inc.		-5.00	34,049.14
Check	01/10/2024	3067	Falls Road Railroad Co Inc	NBRC19GNY05-1 request for advance or r...	-8,602.00	25,447.14
Check	01/10/2024	3088	Mindful Media Group	Invoice #1501 Consulting services January 20...	-6,000.00	19,447.14
Check	01/10/2024	3069	Key Bank	M Holland January 2024 CC Vonage and F...	-216.04	19,231.10
Check	01/10/2024	3070	Key Bank	G Barone CC usage January 2024	-83.20	19,147.90
Check	01/10/2024	3071	Key Bank	January 2024 CC usage M Dobell	-300.50	18,847.40
Check	01/10/2024	3072	Diane L Blanchard	Consulting services December 2023 and J...	-877.50	17,969.90
Check	01/10/2024	3073	Brian Parisi Copiers Inc.	#133879 2024 contract Ricoh copier	-1,664.57	16,305.33
Check	01/10/2024	3074	Roush C.P.A. PC	December 2023 services	-85.00	16,220.33
Check	01/10/2024	3075	Spectrum Enterprise	Internet services January 2024 14250270...	-139.98	16,080.35
Check	01/10/2024	3076	Brian Parisi Copiers Inc.	Network contract for 2024 Ricoh Copier	-300.00	15,780.35
Check	01/10/2024	3077	Michael R Dobell	n Reimbursement for Cell phone January ...	-95.81	15,684.54
Liability ...	01/16/2024	3080	Health Economics Group Inc.		-151.84	15,532.70
Check	01/18/2024	3078	Mindful Media Group	Annual hosting service renewal 2024	-119.88	15,412.82
Check	01/18/2024	3079	Indoff Incorporated	Copier paper #3701609	-51.50	15,361.32
Deposit	01/18/2024			Deposit	50,000.00	65,361.32
Liability ...	01/18/2024		Paychex	16-1356958, 9350087 3, 161356958 6	-4,032.86	61,328.46
Paycheck	01/19/2024		Michael R Dobell		-2,806.00	58,522.46
Paycheck	01/19/2024		Gabrielle L. Barone		-3,114.88	55,407.58
Paycheck	01/19/2024		Mathew R Holland		-2,044.96	53,362.62
Liability ...	01/22/2024	3081	NYS & Local Employee's Retire...	Annual year end NYSRLS pmt 2023	-27,498.00	25,864.62
Check	01/22/2024		Highmark BCBSWNY	Health Insurance autodebit 1/22/24 #240...	-2,674.44	23,190.18
Check	01/24/2024	3082	HurwitzFine PC	General Legal Matters #2053440 Decemb...	-806.60	22,383.58
Check	01/26/2024	3083	Orleans Co. Treasurer	Workers Comp Self Insurance 2024	-4,878.00	17,505.58
Check	01/29/2024	3084	Key Bank	CC usage M Dobell Zoom and WIX	-15.38	17,490.20
Payment	01/30/2024	2956...	Orleans County Treasurer		50,000.00	67,490.20
Check	01/31/2024	3085	Key Bank	CC USage M Holland Feb 2024	-417.85	67,072.35
Check	01/31/2024	3086	Village of Albion (v)	January 2024 Rent	-2,196.00	64,876.35
Check	01/31/2024	3087	Diane L Blanchard	Consulting hours for December 2023	-162.50	64,713.85
Total 200.001 - OEDA Agency Checking					64,713.85	64,713.85
Total 200 - Cash Accounts					64,713.85	64,713.85
TOTAL					64,713.85	64,713.85



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

Public Sector Statement
 January 31, 2024
 page 1 of 2

852331428

X 968 00000 R EM TI

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)

ORLF

Public Transaction 852331428
 COUNTY OF ORLEANS INDUSTRIAL
 DEVELOPMENT AGENCY

Beginning balance 12-31-23	\$50,289.76
1 Addition	+1,919.69
Net fees and charges	-150.74
Ending balance 1-31-24	\$52,058.71

Additions

Deposits	Date	Serial #	Source	
	1-29		Deposit Branch 0290 New York	\$1,919.69
Total additions				\$1,919.69

Fees and charges

Date		Quantity	Unit Charge	
1-9-24	Dec Analysis Service Chg	1	150.74	-\$150.74
Fees and charges assessed this period				-\$150.74

See your Account Analysis statement for details.

Reconciled
 2/5/24
 Matt Hawk

8:18 AM

02/05/24

Orleans Revolving Loan Fund
Reconciliation Summary
200 - Orleans Revolving Loan Fund, Period Ending 01/31/2024

	<u>Jan 31, 24</u>
Beginning Balance	50,289.76
Cleared Transactions	
Checks and Payments - 1 Item	-150.74
Deposits and Credits - 1 Item	1,919.69
Total Cleared Transactions	<u>1,768.95</u>
Cleared Balance	<u>52,058.71</u>
Uncleared Transactions	
Deposits and Credits - 1 Item	<u>0.00</u>
Total Uncleared Transactions	<u>0.00</u>
Register Balance as of 01/31/2024	<u>52,058.71</u>
Ending Balance	<u>52,058.71</u>

8:18 AM
02/05/24

**Orleans Revolving Loan Fund
Reconciliation Detail
200 - Orleans Revolving Loan Fund, Period Ending 01/31/2024**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						50,289.76
Cleared Transactions						
Checks and Payments - 1 Item						
Check	01/31/2024			X	-150.74	-150.74
Total Checks and Payments					-150.74	-150.74
Deposits and Credits - 1 Item						
Payment	01/29/2024	1633	Medina Hospitality ...	X	1,919.69	1,919.69
Total Deposits and Credits					1,919.69	1,919.69
Total Cleared Transactions					1,768.95	1,768.95
Cleared Balance					1,768.95	52,058.71
Uncleared Transactions						
Deposits and Credits - 1 Item						
Check	03/28/2019	231	Hurwitz & Fine, P.C.		0.00	0.00
Total Deposits and Credits					0.00	0.00
Total Uncleared Transactions					0.00	0.00
Register Balance as of 01/31/2024					1,768.95	52,058.71
Ending Balance					<u>1,768.95</u>	<u>52,058.71</u>

8:20 AM

02/05/24

Accrual Basis

Orleans Revolving Loan Fund
Balance Sheet Prev Year Comparison
As of January 31, 2024

	Jan 31, 24	Jan 31, 23	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
200 · Orleans Revolving Loan Fund	52,058.71	37,285.57	14,773.14	39.6%
Total Checking/Savings	52,058.71	37,285.57	14,773.14	39.6%
Accounts Receivable				
392 · Loan payments receivable	-1,919.69	-1,919.69	0.00	0.0%
Total Accounts Receivable	-1,919.69	-1,919.69	0.00	0.0%
Other Current Assets				
Loan Principal (current yr)				
Medina Hospitality LLC	18,149.52	17,357.65	791.87	4.6%
Total Loan Principal (current yr)	18,149.52	17,357.65	791.87	4.6%
Total Other Current Assets	18,149.52	17,357.65	791.87	4.6%
Total Current Assets	68,288.54	52,723.53	15,565.01	29.5%
Other Assets				
Funds Transf to OEDA/OLRC/ORLF	8,951.82	8,951.82	0.00	0.0%
ORLF Loan Principal -noncurrent				
Medina Hospitality LLC	108,574.04	126,783.22	-18,209.18	-14.4%
Total ORLF Loan Principal -noncurrent	108,574.04	126,783.22	-18,209.18	-14.4%
Total Other Assets	117,525.86	135,735.04	-18,209.18	-13.4%
TOTAL ASSETS	185,814.40	188,458.57	-2,644.17	-1.4%
LIABILITIES & EQUITY				
Liabilities				
Long Term Liabilities				
ORLF Deferred Revenue				
Allowance - Medina Hospitality	61,500.00	61,500.00	0.00	0.0%
Medina Hospitality LLC	-61,500.00	-61,500.00	0.00	0.0%
Total ORLF Deferred Revenue	0.00	0.00	0.00	0.0%
Total Long Term Liabilities	0.00	0.00	0.00	0.0%
Total Liabilities	0.00	0.00	0.00	0.0%
Equity				
3000 · Opening Bal Equity	1,060,322.72	1,060,322.72	0.00	0.0%
3900 · Retained Earnings	-874,357.58	-871,864.15	-2,493.43	-0.3%
Net Income	-150.74	0.00	-150.74	-100.0%
Total Equity	185,814.40	188,458.57	-2,644.17	-1.4%
TOTAL LIABILITIES & EQUITY	185,814.40	188,458.57	-2,644.17	-1.4%

8:20 AM

02/06/24

Accrual Basis

Orleans Revolving Loan Fund
Register QuickReport
January 2024

Type	Date	Num	Memo	Account	Clr	Split	Amount
Medina Hospitality LLC Payment	01/29/2024	1633		200 · Orleans Revolving ...	X	392 · Loan pay...	1,919.69
Total Medina Hospitality LLC							1,919.69
No name Check	01/31/2024		Service Charge	200 · Orleans Revolving ...	X	Bank Charge	-150.74
Total no name							-150.74
TOTAL							1,768.95