

**COUNTIES OF WARREN AND WASHINGTON  
INDUSTRIAL DEVELOPMENT AGENCY**

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Glens Falls, New York 12801

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TO: **EXECUTIVE/PARK COMMITTEE MEMBERS**  
COUNTIES OF WARREN AND WASHINGTON  
INDUSTRIAL DEVELOPMENT AGENCY

FROM: Bud Taylor, Chairman

DATE: October 6, 2015

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The **Executive/Park Committee** of the Counties of Warren and Washington Industrial Development Agency will hold its regular monthly meeting on:

Date: Tuesday, October 13, 2015 at 8:30 am

Location: FitzGerald Morris Baker Firth PC  
16 Pearl Street, Glens Falls, NY.

cc: **All WWIDA Members**  
Robert C. Morris, Attorney at Law (with attachments)  
Thomas Jarrett, Jarrett Engineers (with attachments)  
Amanda Allen, Warren County Board Clerk (with agenda)  
Debra Prehoda, Washington County Board Clerk (with agenda)  
Scott Donnelly, The Post Star (with agenda)

**Counties of Warren and Washington  
Industrial Development Agency  
And  
Counties of Warren and Washington  
Civic Development Corporation**

**JOINT AGENDA  
EXECUTIVE/PARK COMMITTEE MEETING  
October 13, 2015**

**IDA:**

**Park Committee:**

1. Approval of September 15, 2015 Minutes
2. Roadway Phase I Update (Morris)

**Executive Committee:**

1. New Project Presentation – Tree Paad
2. 354 Broadway/Price Chopper Project Update (Morris)
3. Preliminary Budget for 2016
4. GF Hospital – Closing on Bonding
5. Other Matters

Adjournment of IDA

**CDC:**

**Executive Committee:**

1. Approval of minutes from last meeting of June 9, 2015
2. Preliminary Budget for 2016

Adjournment

**Counties of Warren and Washington  
Industrial Development Agency**

**AGENDA  
EXECUTIVE/PARK COMMITTEE MEETING  
September 15, 2015**

Park Committee:

1. Approval of August 11, 2015 Minutes
2. Allen Foresting Update (Jarrett)
3. RWS Mfg Letter – (Ferguson)
4. R/O/W Galusha Update (Morris)

Executive Committee:

1. Boats by George – Closing (Morris)
2. 354 Broadway/Price Chopper Project Update (Morris)
3. Website Upload
4. Annual Evaluation - Administrator

Adjournment

**COUNTIES OF WARREN & WASHINGTON INDUSTRIAL DEVELOPMENT AGENCY**

**BUDGET FOR YE 2016**

**PRELIMINARY DRAFT**

<b>INCOME</b>	<b>BUDGET 2015</b>	<b>ACTUAL YTD Jan - Sept 2015</b>	<b>BUDGET 2016</b>
<b>Nonoperating Revenue:</b>			
<b>Investment Earnings</b>			
Interest Income	\$ 1,000.00	\$ 312.73	\$ 500.00
<b>Total Investment Earnings</b>	<b>\$ 1,000.00</b>	<b>\$ 312.73</b>	<b>\$ 500.00</b>
<b>Other Nonoperating Revenue:</b>			
Funds from WWCDC per Grant Agreement	\$ -	\$ 40,000.00	\$ 10,000.00
Miscellaneous Income - Nonoperating	\$ -	\$ 1.00	\$ 100.00
Lot Sales			
Legal Reimbursement 3.4 - Lot Sales	\$ 3,000.00	\$ -	\$ 5,000.00
Sale of Land	52,750.00	-	44,250.00
<b>Total Lot Sales</b>	<b>\$ 55,750.00</b>	<b>\$ -</b>	<b>\$ 49,250.00</b>
<b>Total Nonoperating Revenue:</b>	<b>\$ 56,750.00</b>	<b>\$ 40,313.73</b>	<b>\$ 59,750.00</b>
<b>Operating Revenue:</b>			
<b>Charges for Services</b>			
Application Fees	\$ 1,000.00	\$ 1,500.00	\$ 1,000.00
Project Fees - Existing	600.00	600.00	600.00
Project Fees - New	45,000.00	146,983.03	50,000.00
<b>Total Charges for Services</b>	<b>\$ 46,600.00</b>	<b>\$ 149,083.03</b>	<b>\$ 51,600.00</b>
<b>Project - Legal Reimbursement 3.4</b>	<b>\$ 25,000.00</b>	<b>\$ 53,213.25</b>	<b>\$ 25,000.00</b>
Miscellaneous Other Oper Revenue	\$ 250.00	\$ -	\$ 100.00
<b>Total Operating Revenue</b>	<b>\$ 71,850.00</b>	<b>\$ 202,296.28</b>	<b>\$ 76,700.00</b>
<b>TOTAL INCOME:</b>	<b>\$ 128,600.00</b>	<b>\$ 242,610.01</b>	<b>\$ 136,450.00</b>

<b>EXPENSES</b>
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**Nonoperating Expenses**

Airport Industrial Park:

Forestry Maintenance Income Phase IIC			?	
Real Property Taxes - Vacant Lots	17,000.00	14,999.16		17,000.00
	17,000.00	14,999.16		17,000.00
<b>Total Airport Industrial Park Expenses</b>	<b>\$ 17,000.00</b>	<b>\$ 14,999.16</b>		<b>\$ 17,000.00</b>
<b>Total Nonoperating Expenses:</b>	<b>\$ 17,000.00</b>	<b>\$ 14,999.16</b>		<b>\$ 17,000.00</b>

**Operating Expenses:**

**Other Operating Expenses**

Miscellaneous	\$ 200.00	\$ 87.97		\$ 200.00
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**Insurance**

Disability Insurance	\$ 125.00	\$ -		\$ 125.00
Liability Insurance	1,200.00	565.00		1,500.00
Public Officials Liability	1,550.00	1,486.93		1,500.00
Employee Dishonesty Bond (3 yrs)	1,150.00	-		-
Workers' Compensation Insurance	375.00	-		400.00
	4,400.00	2,051.93		3,525.00
<b>Total Insurance</b>	<b>\$ 4,400.00</b>	<b>\$ 2,051.93</b>		<b>\$ 3,525.00</b>

Lot Sales - Legal Expenses Reimb. 3.4	\$ 3,000.00	\$ -		\$ 5,000.00
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**Contractual Services**

Advertising	\$ 1,000.00	\$ 402.00		\$ 1,000.00
AIP - Misc Contractual Services	1,500.00	424.70		1,700.00
Computer & Website Related	750.00	3,671.25		1,000.00
Dues	1,200.00	750.00		1,200.00
Rent	4,800.00	3,330.00		4,800.00
Subscriptions	175.00	168.00		275.00
Telephone and Internet	1,500.00	1,111.79		1,500.00
	10,925.00	9,857.74		11,475.00
<b>Total Contractual Services</b>	<b>\$ 10,925.00</b>	<b>\$ 9,857.74</b>		<b>\$ 11,475.00</b>

<b>Total Other Operating Expenses:</b>	<b>\$ 18,525.00</b>	<b>\$ 11,997.64</b>		<b>\$ 20,200.00</b>
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**Professional Service Contracts:**

Accounting	\$ 13,000.00	\$ 12,870.00		\$ 15,000.00
Engineering - Phase II & Wetlands	4,000.00	1,703.21		3,000.00
Engineering - Phase I & General	150.00	23.75		100.00
Legal				
Dev. Projects Reimb. 3.4	25,000.00	43,586.32		25,000.00
General	15,000.00	12,333.68		17,000.00
	40,000.00	55,920.00		42,000.00
Total Legal:	<b>\$ 40,000.00</b>	<b>\$ 55,920.00</b>		<b>\$ 42,000.00</b>

<b>Total Professional Service Contracts</b>	<b>\$ 57,150.00</b>	<b>\$ 70,516.96</b>		<b>\$ 60,100.00</b>
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<b>Staff Payroll for WWIDA</b>	\$ 26,500.00	\$ 17,196.00	\$ 27,000.00
<b>Supplies &amp; Materials:</b>			
File Storage	\$ 445.00	\$ 309.60	\$ 425.00
Misc Office Expenses	125.00	55.66	100.00
Office Supplies	750.00	382.24	600.00
Postage	525.00	440.63	625.00
<b>Total Supplies and Materials</b>	<b>\$ 1,845.00</b>	<b>\$ 1,188.13</b>	<b>\$ 1,750.00</b>
<b>Employee Benefits</b>			
Medicare - Company Expense	\$ 385.00	\$ 249.35	\$ 391.50
FICA - Company Expense	1,643.00	1,066.15	1,674.00
Unemployment Insurance	700.00	451.50	475.00
<b>Total Employee Benefits</b>	<b>\$ 2,728.00</b>	<b>\$ 1,767.00</b>	<b>\$ 2,540.50</b>
Contingency Expenses	\$ 1,000.00	\$ -	\$ 1,000.00
<b>Total Operating Expenses</b>	<b>\$ 107,748.00</b>	<b>\$ 102,665.73</b>	<b>\$ 112,590.50</b>
<b>TOTAL EXPENSES:</b>	<b>\$ 124,748.00</b>	<b>\$ 117,664.89</b>	<b>\$ 129,590.50</b>
<b>NET INCOME:</b>	<b>\$ 3,852.00</b>	<b>\$ 124,945.12</b>	<b>\$ 6,859.50</b>