

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

5 Warren Street, Suite 210
Glens Falls, New York 12801

Tel. (518) 792-1312
website: www.warren-washingtonida.com

TO: ALL BOARD MEMBERS
COUNTIES OF WARREN AND WASHINGTON
INDUSTRIAL DEVELOPMENT AGENCY

FROM: Bud Taylor, Chairman

DATE: February 15, 2018

The Counties of Warren and Washington Industrial Development Agency will hold its regular monthly Board meeting as follows:

Date: Monday, February 26, 2018 at 4 pm.

Location: Warren County Municipal Center, Lake George, NY

The purpose of the meeting will be to discuss new and unfinished business.

Enclosed (or attached) please find:

- Meeting Agenda with supporting data
- Monthly Financial Statements

Remember to call or email Tami at the Agency Office at least 24 hours beforehand if possible if you are unable to attend the meeting.

cc: Robert C. Morris, Esq. with agenda and all enclosures
Kara Lais, Esq. with agenda and all enclosures
Amanda Allen, Warren Co. Board Clerk with agenda
Debra Prehoda, Washington Co. Board Clerk with agenda
Bob Condon, The Post Star, with agenda
Michael Goot, The Post Star with agenda

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

5 Warren Street, Suite 210
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REVISED - AGENDA

February 26, 2018

- 1.0 Call to Order, Roll Call and Quorum Confirmation
- 2.0 Approval of Minutes of the January 16, 2018 Meeting

3.0 Current Accounts Payable

<u>FitzGerald Morris Baker Firth, P.C.</u>	\$ 2,241.00
<i>M0001 - General File -January 2017</i>	
<u>P. Hoffman Realty</u>	\$ 370.00
<i>Office Rent - March 2018</i>	
<u>Jarrett Engineers PLLC</u>	\$ 277.75
<i>December Professional Services</i>	
<u>The Archives</u>	\$ 69.80
<i>Monthly Archive Storage</i>	
<u>Spectrum</u>	\$ 125.27
<i>Monthly Phone and Internet Service</i>	
<u>Seeley Office Systems</u>	\$ 88.37
<i>Office Supplies</i>	
<u>H.F. Park Property</u>	\$ 300.00
<i>Reimbursement from NYS DOT for Easement</i>	
<u>Whittemore Down & Ricciardelli LLP</u>	\$ 5,000.00
<i>Progress Billing for YE 2017 Audit</i>	
<u>Allen Forestry</u>	\$ 697.01
<i>Forestry Charge</i>	
* <u>EFTPS</u>	\$ 284.49
<i>Federal/FICA/MCR Payroll Taxes January 2018</i>	
* <u>Promptax</u>	\$ 31.80
<i>NYS Payroll Taxes January 2018</i>	
* <u>Tami Blondo</u>	\$ 1,684.87
<i>Net Payroll - January 2018</i>	
Subtotal	<u>\$ 11,170.36</u>

3.2 Pilot Pass-Through Payments:

* <u>Washington County Treasurer</u>	
<i>ICC4 West Main (The Cambridge)</i>	\$ 2,685.00
<i>HF Park Properties</i>	\$ 2,034.00
<i>Fort Hudson Residences</i>	\$ 23,490.00
<i>Boats By George</i>	\$ 8,172.72
<i>Irving Consumer Products</i>	\$ 89,218.05
<i>GF Labels Lot #11</i>	\$ 312.56
<i>354 Broadway LLC</i>	\$ 14,939.99
<i>J & C Property</i>	\$ 282.05

* **Warren County Treasurer**

LG Plaza	\$	9,601.01
BBL Tribune	\$	14,816.10
Patti Co	\$	7,052.88
Tribals, LLC	\$	5,761.66

* **Town of Fort Edward**

Fort Hudson	\$	14,500.00
Fort Hudson Special District	\$	6,989.00
Irving Consumer Products	\$	44,939.47
Irving Consumer Products Special District	\$	24,782.79
354 Broadway LLC Special District	\$	11,734.34
354 Broadway LLC	\$	9,222.21

* **Town of White Creek**

ICC4 West Main (The Cambridge)	\$	4,910.38
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* **Town of Fort Ann**

Boats by George Special District	\$	2,407.50
Boats by George	\$	2,537.25

Town of Queensbury

Patti Co.	\$	955.96
Patti Co. Special District Taxes	\$	7,998.36
BBL	\$	2,008.20
BBL Special District	\$	13,693.90

* **Town of Lake George**

LG Plaza	\$	3,501.95
LG Plaza Special District	\$	2,372.97
Kenny & Dittrich	\$	68,851.75
Tribals LLC	\$	780.95
Tribals LLC Special District	\$	5,881.34

* **Town of Kingsbury**

GF Labels Lot #11 Water	\$	50.00
HF Park Properties	\$	303.00
HF Park Properties Special District	\$	440.32
HF Park Properties Special District	\$	208.75
GF Labels Lot #11 Special District	\$	384.86
GF Labels Lot #11	\$	116.63
J & C	\$	105.25
J & C Special District	\$	402.45

Subtotal **\$ 408,445.60**

\$ 419,615.96

Grand Total of Payables:

5.0 New Business

- a. PILOT Updates - NCPH & TRSB
- b. Transfer of Title for BBL; Kenny & Dittrich
- c. Amendment to Audit Committee Charter & By-Laws
- d. Ray Terminals - Closing Resolution
- e. Aviation Hospitality - Increase of Sales Tax Authorization
- f. Approval of Land Crossing Agreement

6.0 Unfinished Business

Adjournment

**COUNTIES OF WARREN AND WASHINGTON
CIVIC DEVELOPMENT CORPORATION**

5 Warren Street, Suite 210
Glens Falls, New York 12801

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website: www.warren-washingtonida.com

TO: ALL BOARD MEMBERS
COUNTIES OF WARREN AND WASHINGTON
CIVIC DEVELOPMENT CORPORATION

FROM: Bud Taylor, Chairman

DATE: February 15, 2018

The Counties of Warren and Washington Civic Development Corporation will hold a Board meeting as follows:

Date: Monday, February 26, 2018 immediately following IDA Board Meeting at 4 pm.

Location: Warren County Municipal Center, Lake George, NY

cc: Robert C. Morris, Esq. w/ all enclosures
Kara Lais, Esq. w/all enclosures
Amanda Allen, Warren Co. Board Clerk w/ agenda
Debra Prehoda, Washington Co. Board Clerk w/agenda
Bob Condon, The Post Star, with agenda
Michael Goot, The Post Star, with agenda

**COUNTIES OF WARREN AND WASHINGTON
CIVIC DEVELOPMENT CORPORATION**

5 Warren Street, Suite 210
Glens Falls, New York 12801

Phone (518) 792-1312

**BOARD MEETING AGENDA
February 26, 2018**

1. Call to Order & Confirm Attendance
2. Approval of minutes of last Board Meeting of January 16, 2018
3. **New Business**
4. Adjournment

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

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TO: ALL BOARD MEMBERS
COUNTIES OF WARREN AND WASHINGTON
INDUSTRIAL DEVELOPMENT AGENCY

FROM: Bud Taylor, Chairman

DATE: February 15, 2018

JOINT FORMAL ANNOUNCEMENT OF OFFICER NOMINATIONS

The Slate of Officers for election at the upcoming Annual meetings of February 26, 2018 of the Industrial Development Agency and the Civic Development Corporation in Warren County at the Municipal Center at 4 pm are as follows for the IDA and CDC:

Chairman:	Matt Simpson
Vice Chairman:	Dave O'Brien
Secretary/Treasurer:	Joseph LaFiura

The nominations were approved by the Nominating Committee and Board Members at their January meetings. Separate elections will be held by IDA followed by CDC.

cc: All WWIDA and WWCDC Members
Robert Morris, Esq., with all enclosures
Kara I. Lais, Esq. w/ all enclosures
Amanda Allen, Warren Co. Board Clerk w/ agenda
Debra Prehoda, Washington Co. Board Clerk w/agenda
Michael Goot, The Post Star, with agenda

**COUNTIES OF WARREN AND WASHINGTON
INDUSTRIAL DEVELOPMENT AGENCY
NOTICE/AGENDA OF ANNUAL MEETING**

Please take notice that the annual meeting of the Counties of Warren and Washington Industrial Development Agency will be held on **Monday, February 26, 2018**, at 4:00 PM, in the Committee Room, second floor, of the Warren County Municipal Center, 1340 NYS Route 9, Queensbury, New York, for purposes of the following:

I. Election of Officers

II. Appointment by Chairman of:

1. at-large member of Executive Committee
2. CFO/CEO of Agency
3. Park Chairman/Contracting Officer Announcement

III. Committees & Appointments

1. Audit & Finance Committee
2. Executive and Park Committee
3. Nominating and Governance Committees (same as Executive)
4. Appointment of Consultants and Official Newspaper
 - a) Agency Counsel (FitzGerald Morris Baker Firth, PC);
 - b) Agency's official newspaper (The Post Star)
 - c) Agency's official depository (Glens Falls National Bank)

IV. PAAA Matters

1. Annual review/ratification of Policies:

- a) Investment Policy
- b) Procurement Policy
- c) Disposition of Real Property Guidelines
- d) Mission Statement
- e) Performance Measurements
- f) Code of Ethics
- g) Compensation, Reimbursement and Attendance Policy
- h) Defense and Indemnification Policy
- i) FOIL Policy
- j) Sexual Harassment Policy
- k) Travel Policy
- l) Whistleblower Policy
- m) Organizational Chart
- n) Statement regarding Lobbying
- o) Discretionary Funds Policy

V. Any other legal business that may come before the Agency

Dated: February 15, 2018
Harold G. Taylor, Chairman

**COUNTIES OF WARREN AND WASHINGTON
CIVIC DEVELOPMENT CORPORATION**

NOTICE/AGENDA OF ANNUAL MEETING

Please take notice that the annual meeting of the Counties of Warren and Washington Civic Development Corporation will be held on Monday, February 26, 2018, at 4:00 PM, in the Committee Room, second floor, of the Warren County Municipal Center, 1340 NYS Route 9, Queensbury, New York, for purposes of the following:

- I. Election of Officers**
- II. Appointment/Announcement by Chairman of:**
 - 1) at-large member of Executive Committee
 - 2) CFO/CEO of Corporation
 - 2) Contracting Officer
- III. Committee appointments**
 - 1) Executive, Nominating, Governance Committees - same as IDA
 - 2) Audit & Finance Committee – same as IDA
- IV. Appointment of Consultants and Newspaper**
 - 1) Corporate Counsel (FitzGerald Morris Baker Firth, PC);
 - 2) Corporation's official newspaper (The Post Star)
 - 3) Corporation's official depository (Glens Falls National Bank)
- V. PAAA Matters**
 - 1) Annual review/ratification of Policies:
 - a) Investment Policy
 - b) Procurement Policy
 - c) Disposition of Real Property Guidelines
 - d) Mission Statement
 - e) Performance Measurements
 - f) Code of Ethics
 - g) Compensation, Reimbursement and Attendance Policy
 - h) Defense and Indemnification Policy
 - i) FOIL Policy
 - j) Sexual Harassment Policy
 - k) Travel Policy
 - l) Whistleblower Policy
 - m) Organizational Chart
 - n) Statement regarding Lobbying
 - o) Discretionary Funds Policy
- VI. Any other legal business that may come before the Agency**

Harold G. Taylor, Chairman

Dated: February 10, 2017

COUNTIES OF WARREN AND WASHINGTON INDUSTRIAL DEVELOPMENT AGENCY

5 Warren Street, Suite 210
Glens Falls, New York 12801

Tel. (518) 792-1312

The **Executive/Park Committee** meeting of the Counties of Warren and Washington Industrial Development Agency was held on Wednesday, **January 10, 2018** at the offices of FitzGerald Morris Baker Firth PC, 16 Pearl Street, Glens Falls, NY. The following were:

Present:	Bud Taylor	Chairman
	Bruce Ferguson	Vice and Park Chairman/Contracting Officer
	Joseph LaFiura	Secretary/Treasurer
Absent:	Matt Simpson	At Large Member
Also Present:	Kara Lais, Esquire	FitzGerald Morris Baker Firth, PC
	Tom Jarrett	Jarrett Engineers
	Dave O'Brien	
	Tami Blondo	Office Administrator

The minutes were taken by the Office Administrator.

Call to Order: The Chairman called the meeting to order at 9:03 a.m.

Minutes of Prior Meeting: Upon motion by Mr. LaFiura and second by Mr. Ferguson, the minutes of the December 13 2017 Executive/Park Committee Meeting were approved unanimously by the Committee.

Park Committee:

Logging:

Mr. Jarrett indicated that Mrs. Blondo had stated that three (3) progress payments had been received totaling \$11,916. Mr. Jarrett gave a draft Agreement to Kara for review for use of IDA lands from KB Logging for land use crossing to perform logging on adjoining property owned by neighbors to the Park.

Ross Cortese provided Mr. Jarrett with a draft proposal from Equustock (former RWS) to do an expansion at their current location. Mr. Jarrett indicated that he would review the proposal if the IDA would like him to do so. It was agreed that Mr. Jarrett should review the project before the Board proceeds with anything further.

No further Park Business.

Executive Committee:

Project Inquiries:

The Chairman indicated that it looks like 2018 will be a good year as we have had three (3) inquiries on prospective projects, one of which the Board will need to give guidance as it is a food service business. No new staff will be added, just a renovation project and are looking for sales tax exemption, but it is retail food. This is the project for Hannaford, Ms. Lais has spoken with the contact for the project. The property is located in a former Empire Zone. Mr. Ferguson indicated that it makes the project eligible. They will be submitting an application for the projection.

2018 Meeting Dates:

The Chairman indicated that Mr. O'Brien was at today's meeting as he had concerns with the times of the Executive Committee meetings. The times may not be at issue after further information may be given at a meeting later this week. There may be a need to move the time to an earlier time frame.

Mrs. Blondo indicated that the only change to the 2018 meeting schedule was the February 14, 2019 meeting.

RAN Entertainment/Skyzone:

Mrs. Blondo explained that we are still waiting for Mr. Saunders to submit the final numbers from the bank for the request to be reviewed.

2018 Officer Nominations:

The Chairman indicated that no changes were submitted. Matt Simpson will be the Chairman, Dave O'Brien would be Vice Chair and Park Chair, Joe LaFiura as Secretary/Treasurer. The Chairman indicated that the At-Large Member may be Craig Leggett.

Bylaw Changes:

The Chairman stated that discussions had been held in the past that there was a concern with the Executive Committee being the same for the Nominating Committee. The Chairman indicated the membership can nominate from the floor. There are no changes needed as agreed by the Board.

The Audit & Finance Committee bylaws change needs to include the language that the Chairman of the Board would be listed as an alternate. Ms. Lais indicated that notification would need to be done before the changes would be made.

Refund of Agency Fee When Project is Under Budget. Ms. Lais indicated that this should be a stand-alone policy and not a part of the Bylaws. Further review will be done for the February Executive Committee meeting.

TRSB – Tax Issue:

Ms. Lais indicated that she was in contact with Teri Ross at the Town of Queensbury and their lawyers regarding the issue. The 412-a was prepared but the Town does not have record of receiving it and FMBF is trying to find documentation that it was sent to them. Essentially what the Town is stating is that they were unaware of the PILOT and therefore the project would be required to pay the full school and town and county taxes for 2018. Ms. Lais said they are trying to get the matter resolved so it is retroactive and will apprise the Board as the issue moves forward.

Greenwich Preservation Group:

Ms. Lais indicated she will follow-up for further update.

HF Park Properties – Temporary Easement:

Ms. Lais indicated that she had reviewed the paperwork submitted by New York State DOT as it relates to the Temporary Easement and because the IDA was listed as a leaseholder at the time, approval needs to be given by the Agency. This is the result of an extension of the easement from 2014 to 2016 and would result in additional compensation of \$300. Morris indicated that he will need to review this and get back to the Board. We may need to sign the agreement as we are listed as the lease holder.

There being no other matters to discuss, Mr. Taylor adjourned the IDA Committee Meeting at 9:40 a.m.

2/15/19

DATE



Joseph LaFitra, Secretary/Treasurer

**COUNTIES OF WARREN AND WASHINGTON
CIVIC DEVELOPMENT CORPORATION**

5 Warren Street, Suite 210
Glens Falls, New York 12801

Tel. (518) 792-1312

The **Executive Committee** meeting of the Counties of Warren and Washington Civic Development Corporation was held on Wednesday, **January 10, 2018** at the offices of FitzGerald Morris Baker Firth PC, 16 Pearl Street, Glens Falls, NY. The following were:

- | | | |
|----------------------|--------------------|--|
| Present: | Bud Taylor | Chairman |
| | Bruce Ferguson | Vice and Park Chairman/Contracting Officer |
| | Joseph LaFiura | Secretary/Treasurer |
| Absent: | Matt Simpson | At-Large Member |
| Also Present: | Kara Lais, Esquire | FitzGerald Morris Baker Firth, PC |
| | Dave O'Brien | |
| | Tom Jarrett | Jarrett Engineering |
| | Tami Blondo | Office Administrator |

The minutes were taken by the Office Administrator.

Call to Order: The Chairman called the meeting to order at 9:40 am.

Minutes of prior Meeting: Upon motion by Mr. Ferguson, seconded by Mr. LaFiura, the minutes of the December 13, 2017 Executive Committee Meeting were approved unanimously by the Committee.

Officer Nominations 2018:

The Chairman stated that the slate of officers for nomination for 2018 are as follows:

- | | |
|--------------|------------------------------|
| Matt Simpson | Chairman |
| Dave O'Brien | Vice Chairman and Park Chair |
| Joe LaFiura | Secretary/Treasurer |

Upon motion by Mr. LaFiura and second by Mr. Ferguson motion was made to move to the full board the CDC 2018 Officer Nominations for approval.

Bylaws Changes:

The Chairman stated that no changes were to be made to the CDC Bylaws for 2018.

No other matters having to come before the Board, the meeting was adjourned at 9:42 am.

2/15/18

DATE



Joseph LaFiura, Secretary/Treasurer

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

5 Warren Street, Suite 210
Glens Falls, New York 12801

Telephone: (518) 792-1312

At the Board Meeting of the Counties of Warren and Washington Industrial Development Agency held on **January 16, 2018** at the Washington County Municipal Center in Fort Edward, NY, the following members were:

PRESENT:

Bud Taylor
Bruce Ferguson
Matt Simpson
Craig Leggett
Dave O'Brien
Richard Moore
Louis Tessier

Chairman
Vice & Park Chairman/Contract. Officer
At Large Member

ABSENT:

Joe LaFiura
John Weber

Secretary/Treasurer

ALSO PRESENT:

Kara Lais, Esq.
Tami Blondo
Ginny Sullivan

FitzGerald Morris Baker Firth, PC
Office Administrator
Prospective New Board Member

The minutes of the meeting were taken by Tami Blondo, Office Administrator. The Chairman called the meeting to order at 4:05pm. Attendance was taken by roll call and the needed quorum was confirmed by the Chairman.

Approval of minutes:

Mr. Leggett made a motion to approve the minutes of the December 18, 2017 Board Meeting minutes. Mr. Simpson seconded the motion and all voted in favor of the motion by voice vote.

Accounts Payable:

Mr. Ferguson moved to approve the accounts payables and Mr. O'Brien seconded the motion. The motion was approved by roll call vote.

New Business:

Brownfield Zone:

Chairman Taylor stated that Mrs. Blondo was making the Board aware of the news article, however there is no impact to the Agency. Warren County EDC is applying for CFA and there is no need for Agency action on this matter.

PILOT Invoice Report:

Mrs. Blondo indicated that all PILOT bills have gone out and payments are starting to come in. To date five projects have made their payments. Bills are due by January 20th to the Agency.

TRSB Tax Issue:

PILOT issue discrepancy that is being reviewed by Counsel. Ms. Lais will provide further follow-up at the February meeting.

NYS Economic Development Correspondence:

No discussion was required as it was determined at Executive Committee that there was no impact to the agency.

Resolution for DOT Appropriation:

Ms. Lais shared with the Board that the NYS DOT had sent a letter regarding the Easement of Property to the Agency for the property located at 124-130 Main Street, 132-134 Main Street and 136-140 Main Street in Hudson Falls. The original appropriation was to HF Park Properties LLC and to end July 29, 2014. The appropriation lasted beyond the July 29, 2014 date to March 18, 2016. An additional compensation is due in the sum of \$300.00 for the extended period. A motion was made by Mr. Simpson and seconded by Mr. Leggett authorizing the Chairman to sign the necessary papers to move the matter forward. A roll call vote was taken and the Motion was approved.

Counties of Warren and Washington Industrial Development Agency

Resolution # 18-01

Adopted: January 16, 2018

Introduced by Mr. Simpson
who moved its adoption.

Seconded by Mr. Leggett

**RESOLUTION AUTHORIZING THE EXECUTION OF A SUPPLEMENTAL AGREEMENT OF
ADJUSTMENT AND RELEASE OF OWNER WITH THE NYS DEPARTMENT OF
TRANSPORTATION AND THE APPROVAL OF PAYMENT TO H.F. PARK PROPERTY, LLC
(A Full Copy of the Resolution is Annexed at the End of the Minutes)**

Unfinished Business:

Greenwich Preservation Group:

Chairman Taylor indicated that there were no updates at this point. Mr. O'Brien also indicated that the Washington County LDC has not had further updates either.

North Country Property Holdings:

Ms. Lais indicated that the matter has been resolved with regard to the tax bill and merging the parcels. Ms. Lais will follow-up to see where the new lease is and report back to the Board at the February Meeting. Mrs. Blondo indicated that the project has three outstanding legal bills and the Town and County taxes are due by January 20th to the Agency.

NYS DEC Water Well Testing:

Chairman Taylor indicated that a letter was received offering, at no cost, no risk to the Agency, free water well testing at 27 Casey Road and 39 Casey Road for PFAS. Mr. Morris had previously indicated that there are no wells on these properties as we are on Queensbury Town Water.

RAN Entertainment/Skyzone:

This pertains to the refund issue that was brought before the Board last month. Ms. Lais indicated she is looking into the possibilities to allow for this and to ensure that the private investment to the community still would meet the 80% threshold. This would fall under the recapture policy and significant explanation would need to be provided. The Board would need to determine what documentation would be acceptable for that explanation.

Officer Considerations for 2018:

Chairman Taylor indicated that the Executive Committee made the following recommendations: Matt Simpson for Chairman, Dave O'Brien for Vice Chairman/Park Chairman, and Joe LaFiura for Secretary/Treasurer. Chairman Taylor asked if there were any further recommendations. No other recommendations were submitted. A motion was made by Mr. Leggett and seconded by Mr. Ferguson for the recommendations for the new slate of officers. The nominations would take place by vote at the February annual meeting.

Park Business:

Logging:

Mr. Ferguson indicated that he didn't have any recent updates on the logging. Mrs. Blondo indicated that to date \$11,916 has been received for the stumpage payments and the forester has been paid, per the contract, \$1,310. They are expecting one or two more payments to come in. Mr. Ferguson shared with the Board that the forester had been contacted by adjoining landowners to have logging done on their properties. The forester indicated that it would be the easiest and less disruptive to use the access and log landing that they developed for the IDA. Tom Jarrett is going to inform the forester that time limits will need to be set for the project. A draft agreement was provided to Ms. Lais at the Executive Committee meeting for her review.

No further business before the Board, the Chairman adjourned the meeting at 4:25 pm.

Dated _____

Joseph LaFiura, Secretary/Treasurer

Counties of Warren and Washington Industrial Development Agency

Resolution # 18-01

Adopted: January 16, 2018

Introduced by Mr. Simpson

who moved its adoption.

Seconded by Mr. Leggett

RESOLUTION AUTHORIZING THE EXECUTION OF A SUPPLEMENTAL AGREEMENT OF ADJUSTMENT AND RELEASE OF OWNER WITH THE NYS DEPARTMENT OF TRANSPORTATION AND THE APPROVAL OF PAYMENT TO H.F. PARK PROPERTY, LLC

WHEREAS, the NYS Department of Transportation has previously appropriated certain property located at 124-130 Main Street, 132-134 Main Street and 136-140 Main Street in the Village of Hudson Falls, Town of Kingsbury, County of Washington, and State of New York, having the following respective Tax Map Numbers: 154.14-1-22, 154.14-1-23 and 154.14-1-24 for use a sidewalk; and

WHEREAS, at the time of the original appropriation H.F. Park Property, LLC was the record owner

of said properties and executed an Assignment of Claim and Release dated October 18, 2012 agreeing to relinquish its interest in exchange for the payment of Two Hundred Dollars (\$200.00) from NYS for a period expiring July 29, 2014; and

WHEREAS, said appropriation lasted beyond the July 29, 2014 dates; and

WHEREAS, on July 26, 2012, the Counties of Warren and Washington Industrial Development Agency (the "Agency") received title to the aforementioned properties and immediately leased same to H.F. Park Property, LLC, all pursuant to General Municipal Law; and

WHEREAS, NYS Department of Transportation has advised that it must compensate the record owner of the properties for the appropriation for the period of time commencing July 30, 2014 and ending March 18, 2016 in an additional amount of Three Hundred Dollars (\$300.00); and

WHEREAS, since H.F. Park Property, LLC has continued to lease the properties from the Agency for the time period at issue, the Agency has determined that the Three Hundred Dollars (\$300.00) received by NYS Department of Transportation shall be paid to H.F. Park Property, LLC upon receipt.

NOW, THEREFORE BE IT RESOLVED THAT:

1. The Agency hereby approves of the Supplemental Agreement of Adjustment and Release of Owner for the real properties known as 124-130 Main Street, 132-134 Main Street and 136-140 Main Street in the Village of Hudson Falls, Town of Kingsbury, County of Washington, and State of New York, having the following respective Tax Map Numbers: 154.14-1-22, 154.14-1-23 and 154.14-1-24 as presented at this meeting.
2. The Agency hereby accepts the payment of Three Hundred Dollars (\$300.00) from the NYS Department of Transportation and authorizes the payment of same, upon receipt, to H.F. Park Property, LLC.
3. The Chairman is authorized to execute any and all documents necessary to effectuate the terms and provisions of this Resolution, including, but not limited the Supplemental Agreement of Adjustment and release of Owner.

This Resolution will take effect immediately

VOYING:	AYES	NAYS	ABSTAIN	ABSENT
Harold G. Taylor	x			
Bruce A. Ferguson	x			
Joseph P. LaFiura				x
Matthew Simpson	x			
Louis Tessier	x			
Dave O'Brien	x			
Richard F. Moore	x			
Craig Leggett	x			
John W. Weber				x
TOTALS	7			2

**COUNTIES OF WARREN AND WASHINGTON
CIVIC DEVELOPMENT CORPORATION**

5 Warren Street, Suite 210
Glens Falls, New York 12801

Telephone: (518) 792-1312

At the Board Meeting of the Counties of Warren and Washington Civic Development Corporation held on **January 16, 2018** at the Washington County Municipal Center in Fort Edward, NY, the following members were:

PRESENT:

Bud Taylor	Chairman
Bruce Ferguson	Vice Chairman/Contract. Officer
Matt Simpson	At Large Member
Craig Leggett	
Richard Moore	
Dave O'Brien	
Louis Tessier	

ABSENT:

Joe LaFiura	Secretary/Treasurer
John Weber	

ALSO PRESENT:

Kara Lais, Esq.	FitzGerald Morris Baker Firth, PC
Tami Blondo	Office Administrator
Ginny Sullivan	Prospective New Board Member

The minutes of the meeting were taken by Tami Blondo, Office Administrator. The Chairman called the meeting to order at 4:25 pm and confirmed a quorum was still present from the IDA meeting of 4 pm.

Approval of minutes:

Mr. Simpson made a motion to approve the minutes of the December 18, 2017 Board Meeting minutes. Mr. O'Brien seconded the motion and all voted in favor of the motion by voice vote.

New Business:

Chairman Taylor shared that the slate of officers recommended for 2018 are as follows:

Matt Simpson, Chairman
Dave O'Brien, Vice Chairman and Park Chairman Contracting Officers
Joe LaFiura, Secretary Treasurer

No other business before the Board, a motion was made by Mr. O'Brien and seconded by Mr. Tessier to adjourn the meeting. All in favor of the motion, motion was carried.

Chairman adjourned the meeting at 4:30 p.m.

Date

Joseph LaFiura, Secretary/Treasurer

WWIDA

Profit & Loss Budget vs. Actual

Year to Date

	Jan 18	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Nonoperating revenue			
Investment Earnings	60.39		
2401 - Interest Income			
Total Investment Earnings	60.39		
Total Nonoperating revenue	60.39		
Operating Revenue			
Other Operating Revenue			
2770.2 - Misc Income - operating	6,336.48		
Total Other Operating Revenue	6,336.48		
Total Operating Revenue	6,336.48		
Total Income	6,396.87		
Gross Profit	6,396.87		
Expense			
Nonoperating Expenses			
107 - Airport Industrial Park	500.00		
Property/Sewer/Water Taxes AIP			
Total 107 - Airport Industrial Park	500.00		
Total Nonoperating Expenses	500.00		
Operating Expenses			
Other operating expenses			
6460.4 - Contractual Services	697.01		
Airport Park - Misc Services	258.87		
Computer & Website Related	370.00		
Rent	125.27		
Telephone and Internet			
Total 6460.4 - Contractual Services	1,451.15		
Total Other operating expenses	1,451.15		
Professional service contracts			
Engineering - Phase I & General	277.75		
Total Professional service contracts	277.75		
6460.45 - Staff Payroll - WWIDA	2,145.40		

WWIDA
Profit & Loss Budget vs. Actual
 Year to Date

	Jan 18	Budget	\$ Over Budget
6460.5 - Supplies and Materials			
File Storage	30.00		
Misc Office Expenses	75.00		
Office Supplies	121.06		
Total 6460.5 - Supplies and Materials	226.06		
9000 - Employee Benefits			
Medicare - Company	26.96		
Social Security - Company	115.28		
Total 9000 - Employee Benefits	142.24		
Total Operating Expenses	4,242.60		
Total Expense	4,742.60		
Net Ordinary Income	1,654.27		
Net Income	1,654.27	0.00	1,654.27

WWIDA

Profit & Loss

January 2018

	Jan 18
Ordinary Income/Expense	
Income	
Nonoperating revenue	
Investment Earnings	
2401 · Interest Income	60.39
Total Investment Earnings	60.39
Total Nonoperating revenue	60.39
Operating Revenue	
Other Operating Revenue	
2770.2 · Misc Income - operating	6,336.48
Total Other Operating Revenue	6,336.48
Total Operating Revenue	6,336.48
Total Income	6,396.87
Gross Profit	6,396.87
Expense	
Nonoperating Expenses	
107 · Airport Industrial Park	
Property/Sewer/Water Taxes AIP	500.00
Total 107 · Airport Industrial Park	500.00
Total Nonoperating Expenses	500.00
Operating Expenses	
Other operating expenses	
6460.4 · Contractual Services	
Airport Park - Misc Services	697.01
Computer & Website Related	258.87
Rent	370.00
Telephone and Internet	125.27
Total 6460.4 · Contractual Services	1,451.15
Total Other operating expenses	1,451.15
Professional service contracts	
Engineering - Phase I & General	277.75
Legal	
General	0.00
Total Legal	0.00
Total Professional service contracts	277.75
6460.45 · Staff Payroll - WWIDA	
6460.46 · Accrued payroll expense	-646.00
6460.45 · Staff Payroll - WWIDA - Other	2,145.40
Total 6460.45 · Staff Payroll - WWIDA	1,499.40
6460.5 · Supplies and Materials	
File Storage	30.00
Misc Office Expenses	75.00
Office Supplies	121.06
Total 6460.5 · Supplies and Materials	226.06
9000 · Employee Benefits	
Medicare - Company	26.96
Social Security - Company	115.28

WWIDA
Profit & Loss
January 2018

02/15/18
Accrual Basis

	<u>Jan 18</u>
Unemployment Insurance	<u>0.00</u>
Total 9000 - Employee Benefits	<u>142.24</u>
Total Operating Expenses	<u>3,596.60</u>
Total Expense	<u>4,096.60</u>
Net Ordinary Income	<u>2,300.27</u>
Net Income	<u><u>2,300.27</u></u>

WWIDA

Balance Sheet

As of January 31, 2018

	Jan 31, 18	Jan 31, 17
ASSETS		
Current Assets		
Checking/Savings		
200 · Cash	710,955.33	540,565.22
Total Checking/Savings	710,955.33	540,565.22
Accounts Receivable		
380A · Accounts Receivable	23,664.00	4,556.00
380B · Accounts Receivable - PILOTS	13,953.84	13,522.31
Total Accounts Receivable	37,617.84	18,078.31
Other Current Assets		
210 · Petty Cash	100.00	100.60
380C · Unbilled Receivables/Fees	0.00	7,500.00
380D · Due from attorney-escrow deposi	0.00	47,485.00
380F · Installment Sale-GF Labels	12,750.00	21,250.00
480 · Prepaid Insurance	2,835.35	2,016.18
Total Other Current Assets	15,685.35	78,351.78
Total Current Assets	764,258.52	636,995.31
Fixed Assets		
101 · Land	519,262.59	519,262.59
104 · Machinery and Equipment	10,434.48	10,434.48
114 · Accumulated Depreciation	-10,283.51	-10,036.21
Total Fixed Assets	519,413.56	519,660.86
TOTAL ASSETS	1,283,672.08	1,156,656.17
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
600 · Accounts Payable	-68,247.33	0.00
Total Accounts Payable	-68,247.33	0.00
Other Current Liabilities		
600.1 · Unrecorded Accounts Payable	0.00	5,000.00
602 · Payroll Liabilities	81.87	432.37
615 · Customers' Deposit	0.00	47,485.00
631 · Due to other governments	77,944.74	13,522.31
690 · Deferred revenue	28,912.00	0.00
Total Other Current Liabilities	106,938.61	66,439.68
Total Current Liabilities	38,691.28	66,439.68
Total Liabilities	38,691.28	66,439.68
Equity		
924 · Net Assets - Unrestricted	1,242,680.53	1,096,649.58
Net Income	2,300.27	-6,433.09
Total Equity	1,244,980.80	1,090,216.49
TOTAL LIABILITIES & EQUITY	1,283,672.08	1,156,656.17

02/15/18
Accrual Basis

WWCDC
Balance Sheet
As of January 31, 2018

	<u>Jan 31, 18</u>	<u>Jan 31, 17</u>
ASSETS		
Current Assets		
Checking/Savings		
Checking Account	67,488.44	16,635.78
Total Checking/Savings	<u>67,488.44</u>	<u>16,635.78</u>
Total Current Assets	67,488.44	16,635.78
Fixed Assets		
Organizational costs		
Accumulated amortization	-3,101.24	-2,584.17
Organizational costs - Other	7,756.00	7,756.00
Total Organizational costs	<u>4,654.76</u>	<u>5,171.83</u>
Total Fixed Assets	<u>4,654.76</u>	<u>5,171.83</u>
TOTAL ASSETS	<u><u>72,143.20</u></u>	<u><u>21,807.61</u></u>
LIABILITIES & EQUITY		
Equity		
Unrestricted Net Assets	72,143.20	21,807.61
Total Equity	<u>72,143.20</u>	<u>21,807.61</u>
TOTAL LIABILITIES & EQUITY	<u><u>72,143.20</u></u>	<u><u>21,807.61</u></u>

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02/15/18

Accrual Basis

WWCDC
Profit & Loss Budget vs. Actual
Year to Date

	<u>Jan 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Net Income	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>