



Meeting Agenda – Audit and Finance Committee
 Genesee County Economic Development Center
 Tuesday, January 31, 2023 – 8:30 a.m.
 Location: 99 MedTech Drive, Innovation Zone

Page #	Topic	Discussion Leader	Desired Outcome
	1. Call To Order – Enter Public Session	M. Gray	
2-5	2. Chairman’s Report & Activities 2a. Agenda Additions / Other Business 2b. Minutes: January 10, 2023	M. Gray	Vote
6-16	3. Discussions / Official Recommendations to the Board: 3a. D&O Insurance Renewal	L. Farrell / Lawley	Disc / Vote
17-20	3b. December 2022 Unaudited Financial Statements	L. Farrell	Disc / Vote
21	3c. Local Labor Monitoring & Reporting Proposal	M. Masse	Disc / Vote
	4. Adjournment	M. Gray	Vote



GCEDC Audit & Finance Committee Meeting

Tuesday, January 10, 2023

Location: 99 MedTech Drive, Innovation Zone

8:30 a.m.

MINUTES

ATTENDANCE

Committee Members: M. Gray, P. Zelif, P. Battaglia
Staff: L. Farrell, L. Casey, M. Masse, J. Krencik, S. Hyde, P. Kennett
Guests: D. Cunningham (GGLDC Board Member), T. Felton (GGLDC Board Member)
Absent: T. Bender

1. CALL TO ORDER / ENTER PUBLIC SESSION

M. Gray called the meeting to order at 9:52 a.m. in the Innovation Zone.

2. Chairman’s Report & Activities

2a. Agenda Additions / Other Business – Nothing at this time.

2b. Minutes: November 29, 2022 & December 15, 2022 –

P. Zelif made a motion to approve the November 29, 2022 and December 15, 2022 minutes; the motion was seconded by P. Battaglia. Roll call resulted as follows:

- P. Battaglia - Yes
- M. Gray - Yes
- T. Bender - Absent
- P. Zelif - Yes

The item was approved as presented.

3. DISCUSSIONS / OFFICIAL RECOMMENDATIONS OF THE COMMITTEE:

3a. General Liability Insurance – Umbrella Coverage - The same discussion that took place during the GGLDC Audit & Finance Committee regarding the umbrella coverage applies to the GCEDC. The key points of discussion have been added for ease of reference. Included with the meeting materials was a quote for \$5M of umbrella coverage from W H Green Associates Inc. Breakout of layers \$1M - \$5M is as follows:

- \$1M - \$15,300
- \$2M - \$22,950
- \$3M - \$26,775
- \$4M - \$28,775
- \$5M - \$30,775

2b

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An additional \$5M more than this coverage would be available for \$10,500 from Westchester Fire Insurance Company, part of the Chubb Group.

The Board previously approved moving forward with a renewal for General Liability coverage with Selective Insurance for approximately \$71,000, which does not include umbrella coverage.

J. Teresi reiterated much of the material that he shared at the last Audit and Finance meeting. Historically, Selective only charged for the exposure associated with the MedTech Centre building and did not charge for other development efforts, which resulted in affordable general liability insurance that included a \$10M umbrella. Last year, the insurance premium was approximately \$40,000 across all entities. However, with the development of the STAMP site there is an expectation that infrastructure development efforts will only increase. This year, the insurance premium with Selective across all entities, including the STAMP Water and Sewer Works Corps, is approximately \$71,000 but does not include the \$10M umbrella. Selective no longer wished to provide umbrella coverage because they were not comfortable with the exposure. Last year, the \$10M umbrella coverage with Selective was approximately \$10,000. This year, the cost for the umbrella coverage has increased because pricing is based on the cost of the general liability insurance. Therefore, \$5M of umbrella coverage will cost approximately \$31,000 with an additional \$5 million of coverage costing approximately \$10,500.

J. Teresi also stated that as land is sold off and the building of infrastructure is completed, the general liability insurance and umbrella coverage premiums will likely go down. This is because infrastructure development is driving the cost increase. Fortunately, the increased cost of general liability insurance and umbrella coverage premiums are most likely temporary.

P. Zelif made a motion to recommend to the full Board moving forward with 2023 General Liability Insurance Umbrella Coverage not to exceed \$42,000 to be split 50/50 between the EDC and LDC; the motion was seconded by P. Battaglia. Roll call resulted as follows:

P. Battaglia - Yes
M. Gray - Yes
T. Bender - Absent
P. Zelif - Yes

The item was approved as presented.

3b. D&O Insurance - The same discussion that took place during the GGLDC Audit & Finance Committee regarding D&O insurance applies to the GCEDC. The key points of discussion have been added for ease of reference. Lawley was asked to go to market for D&O insurance. The current renewal with Travelers is anticipated to come in at \$21,000. We had budgeted \$18,000. This increase is less than the 15% - 20% increase that is typical everywhere else in the market. Lawley continues to look for a couple more prices from other carriers. Renewal information and proposals will be presented at the next meeting.

3c. November 2022 Financial Statements - L. Farrell reviewed with the Committee the significant items of the November 2022 long form financial statements.

- On the balance sheet, line 8 shows restricted cash of \$83,000, which is related to PIF payments. We received the school portion of the PILOT payments from RJ Properties and

Yancy's Fancy. These funds were not distributed to the municipalities until December, which accounts for the increase in accounts payable.

- We are a little under budget for origination fees at the end of November. It's anticipated that by the end of December we should be over \$400,000 in origination fee revenue.
- In the operating fund, expenditures are beginning to level-out, except where anticipated (i.e. D&O Insurance).
- No GURFS were submitted in November so there was not much activity in the STAMP fund.
- Other than the above-mentioned items, there is normal monthly activity on the income statements for all funds.

P. Battaglia made a motion to recommend to the full Board the approval of the November 2022 Financial Statements as presented; the motion was seconded by P. Zelif. Roll call resulted as follows:

- P. Battaglia - Yes
- M. Gray - Yes
- T. Bender - Absent
- P. Zelif - Yes

The item was approved as presented.

3d. 2023 County Funding Contract - L. Farrell noted that the 2023 County Funding Contract was included with Board materials. The funding will remain the same as the previous year's amount of \$233,513 plus an additional \$25,000 to be used only for administration of a workforce development program.

P. Zelif made a motion to recommend to the full Board the approval of the 2023 County Funding Contract as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:

- P. Battaglia - Yes
- M. Gray - Yes
- T. Bender - Absent
- P. Zelif - Yes

The item was approved as presented.

3e. ECIDA Shared Services Contract - The GCEDC has a shared services agreement with Erie County Industrial Development Agency (ECIDA) for on call IT support services. The GCEDC has had this agreement since 2016 and has been very pleased with the service and response time to our issues. We would like to continue this agreement in 2023. The agreement is at an hourly rate of \$95. They also provide website hosting services for the GCEDC (\$600 annually), anti-virus software (\$720 annually), CRM Hosting (\$2,200 annually) and any version upgrade would be \$500 each occurrence as required. There has been no increase in the hourly rate since 2016 and there was a \$10 per hour increase from 2021 to 2022. There are no changes from 2022 to 2023. All other amounts have remained the same as last year.

The following amounts were included in the 2023 budget:

- Professional Services - \$6,500 for ECIDA IT consultant (web hosting, anti-virus, hourly IT support)
- Dues & Subscriptions - \$2,500 for ECIDA CRM Hosting

2b

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Fund commitment: Not to exceed \$6,500 as included Professional Services, and \$2,500 as included in Dues & Subscriptions line items of the 2023 budget.

Committee action request: Recommend approval of not to exceed \$9,000 for on call IT support services, website hosting, anti-virus software, CRM hosting and upgrades with ECIDA for 2023.

P. Zelif made a motion to recommend to the full Board the approval of the ECIDA Shared Services Agreement not to exceed \$9,000; the motion was seconded by P. Battaglia. Roll call resulted as follows:

P. Battaglia - Yes
M. Gray - Yes
T. Bender - Absent
P. Zelif - Yes

The item was approved as presented.

4. ADJOURNMENT

As there was no further business, P. Battaglia made a motion to adjourn at 9:58 a.m., seconded by P. Zelif and passed unanimously.

GCEDC
Audit & Finance Committee Report
January 31, 2023

D&O Insurance Renewal

Lawley Insurance has provided us with a proposal for renewal of our current Directors & Officers/Employment Practices Liability Insurance with Travelers. The renewal price reflects a price of \$20,925 which would be split 50/50 between the GCEDC and GGLDC. This is an overall price increase of only \$2,739 (\$1,369.50/entity) compared to the current policy. The current policy expires on 2/23/2023.

Lawley did send our information to market, but noted that they received various declinations due to class of business or the recently settled claim. There is one option pending through Chubb. Once confirmation on that is received, they will update us and provide a revised proposal if necessary.

The cost of this policy would be split between GCEDC and GGLDC (\$10,462.50/entity). Each entity has included \$9,005 in their 2023 budget for this expense.

NOTE – Cyber Insurance:

Lawley has included a proposal for a mid-term rewrite on Cyber Insurance to address the gap in coverage for the new STAMP entities. Our current carrier is not able to include the STAMP entities on our current policy due to the nature of operations. They were able to get another option for us, but retention is increased from \$10k to \$25k and the premium is double. There may be alternative options available at renewal. Given the lack of activity currently in the Water and Sewer Works Corps, staff's recommendation is to readdress this at renewal (7/1).

INSURANCE PROPOSAL



**Genesee County Industrial
Development Agency**
February 23, 2023

Lawley

lawleyinsurance.com | 1.844.4LAWLEY

Business Insurance

lawleyinsurance.com/business

Property & Casualty

- General Liability
- Property
- Workers' Compensation Coverage
- Automobile/Commercial Vehicle Fleet Insurance
- Umbrella/Excess Liability Insurance
- Inland Marine/Equipment Coverage
- Business Income/Extra Expense
- Employee Dishonesty
- International Coverages
- Boiler & Machinery/Equipment Breakdown
- Transportation/Ocean Marine
- Owner's and Contractor's Protective Liability
- Builder's Risk
- Surety/Bonding
- Captive Programs
- Alternative Risk Financing
- Flood
- Earthquake

Specialty Products

- Pollution Liability/Environmental
- Professional Liability/Errors & Omissions
- Crime (Fidelity) Insurance
- Cyber Liability
- Director's and Officer's/Management Liability (D&O)
- Employment Practices Liability
- Fiduciary Liability
- Business Travel Accident/Kidnap & Ransom Insurance
- Identity Theft

Employee Benefits

lawleyinsurance.com/benefits

- Medical Insurance
- Prescription Drug Plans
- Private Benefits Exchange - Lawley Marketplace
- Medical Captive Programs
- Consortiums/Trusts
- Dental & Vision Benefits
- Group Life Insurance
- NYS Disability (DBL)
- Short-Term Disability Insurance
- Long-Term Disability Insurance
- Voluntary Insurance
- Executive Benefits
- Retirement Planning and 401k Administration
- Underwriting & Reporting
- Compliance
- Wellness Programs & Health Management Programs
- Lawley Simplifi

Industry Specialties/Practice Groups

lawleyinsurance.com/specialties

- Affordable Housing
- Construction
- Car Dealers
- Healthcare Facilities
- Manufacturing
- Not-for-Profits
- Farms
- Municipalities and Schools

Products/services are subject to state eligibility

Risk Management

lawleyinsurance.com/riskmanagement

Loss Control & Safety Services

- Safety Training & Safety Program Evaluations
- General Liability Loss Control
- Loss Source and Trending Analysis
- Code Rule 59 Consultation
- OSHA Assistance
- Defensive Driving Courses & Vehicle Fleet Loss Control
- Ergonomics Evaluation, Training, & Development
- Captive Loss Control
- Life Safety & Evacuation Plans
- Fire & Protection Systems Assistance
- Site Hazard Analysis
- Return to Work Programs
- Industrial Hygiene - Air, Noise Sampling
- Business Interruption - Contingency & Continuity Planning
- Contractual Liability & Risk Transfer
- Grant Submission & Training
- Accident Investigation

Claims Management

- Claim Trend Analysis
- Claims Reviews (Workers' Compensation and General Liability)
- Claims Consulting Services
- Coverage Analysis Consulting and Monitoring
- Experience Modification Review and Recalculation
- First Aid Claim Program (Workers' Compensation)
- Litigation Management
- Reserve Analysis (Loss Forecaster Software)

Personal Insurance

lawleyinsurance.com/personal

- Automobile Insurance
- Homeowners Insurance
- Vacation or Secondary Home Insurance
- Jewelry, Fine Arts, and Collectibles Insurance
- Renters Insurance
- Condominium Insurance
- Landlord (Rental Properties) Insurance
- Excess/Personal Umbrella Liability
- Flood Coverage, Primary & Excess
- Life Insurance
- Motorcycle Insurance
- Recreational Vehicle Insurance
- Watercraft Insurance
- Co-Ops Insurance
- Identity Theft Insurance
- Trip/Travel/International Medical & Evacuation Coverage
- Workers' Compensation (Domestic Help)
- Earthquake

MyWave

lawleyinsurance.com/mywave

MyWave – A customized portal for your HR needs: thousands of valuable resources, OSHA forms and peer-based forums to keep you informed and in-the-know

Lawley Benefits University

lawleyinsurance.com/lbu

Lawley Benefits University – Resources and events to help keep you informed about changes to healthcare legislation, healthcare reform, compliance issues and more. These tools help you successfully control insurance costs while staying educated on changes to the insurance environment

Products/services are subject to state eligibility

At Lawley we are committed to providing our clients with the best possible service. We have assembled an experienced team dedicated to your account.

The Insurance Advisor evaluates your exposures and designs a cost-effective program.

Insurance Advisor	William Fritts, Jr.	Phone:	(585) 344-9500
		Fax:	(716) 849-8291
		Email:	bfritts@lawleyinsurance.com

The Account Executive supports your Producer and commercial lines team in the servicing of your account.

Account Executive	Susie E. Ott	Phone:	(585) 344-9501
		Fax:	(716) 849-8291
		Email:	sott@lawleyinsurance.com

The Specialty Account Manager supports your Producer and commercial lines team in the servicing of your specialty policy needs.

Specialty Account Manager	Caitlin Celis	Phone:	(716) 849-4375
		Fax:	(716) 849-8291
		Email:	ccelis@lawleyinsurance.com

The Account Technician quality controls policy documents and manages all invoicing.

Account Technician	Cheryl Pena	Phone:	(716) 849-8687
		Fax:	(716) 849-8291
		Email:	cpena@lawleyinsurance.com

The Assistant Account Manager supports your Account Manager in fulfillment of service requests.

Assistant Account Manager	Diane Evans	Phone:	(716) 849-1524
		Fax:	(716) 849-8291
		Email:	devans@lawleyinsurance.com

The Claim Consultant is responsible for reporting all loss information to the insurance company and then following up to make certain the claim is resolved.

Claim Consultant	Krista Voigt	Phone:	(716) 849-8651
		Fax:	(716) 849-8291
		Email:	kvoigt@lawleyinsurance.com

3a.

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Please review the contact information we have on file. Over the course of a year, we may need to reach out to you for updates, notices or important information. If there is a specific person we should contact directly for billing, claims, inspections, service requests, please note that next to their name and the preferred method of contact.

Changes or Corrections

Contact Name	Penny Kennett	
Contact Address	Genesee County Industrial Development Agency 99 MedTech Dr STE 106 Batavia NY 14020	
Contact Phone #	(585) 343-4866	
Contact Email	pkennett@gcedc.com	
Description		

Named Insured

Genesee County Industrial Development Agency dba Genesee County Economic Development Center

Policy Term:	2/23/2023 - 2/23/2024
Retroactive Date:	Full Prior Acts
Policy Type:	Directors & Officers /Employment Practices Liability – Claims Made
Policy Number:	106468425
Carrier:	Travelers Casualty & Surety of America (Admitted, "A++" A.M. Best Rating)

Coverage	Limit	Retention
Directors & Officers Liability	\$5,000,000	\$10,000
Employment Practices Liability	\$1,000,000	\$10,000

Additional Coverage Information

- Scheduled Entities
 - Genesee Gateway Local Development Corporation
 - Genesee Agri-Business LLC
 - Genesee County Funding Corporation
- Amend Subsidiary to Include Scheduled Entity(ies) Endorsement
 - STAMP Water Works Corporation
 - STAMP Sewer Works Corporation
- Duty to Defend
- Prior & Pending Litigation Date & Continuity Date
 - Directors & officers Liability – 2/23/1991.
 - Employment Practices Liability – 2/23/2016
- Wage & Hour Law Endorsement - \$100,000
- Workplace Violence Expenses Endorsement - \$250,000
- Defense within the Limits
- Employment Practices Liability: Volunteers, Temporary Workers, Interns, and Independent Contractors are considered employees per the policy wording
- Third Party Liability excluded
- Lender Liability Exclusion

Extended Reporting Period

- 12 months at 75% of the annual premium

This coverage form is written on a Claims-made basis. You may have an option to purchase an Extended Reporting Period (ERP) endorsement should your policy be cancelled or non-renewed.

Named Insured

Genesee County Industrial Development Agency dba Genesee County Economic Development Center

Policy Term:	Annual / TBD
Retroactive Date:	Full Prior Acts
Policy Type:	Network Security / Privacy Liability Full Program – Claims Made
Carrier:	Accredited Specialty Insurance Company (Non-Admitted; "A-" A.M. Best Rating)

Coverage	Limit	Retention
First Party Insuring Agreement		
Business Interruption	\$1,000,000	18 hours
Contingent Business Interruption	\$1,000,000	18 hours
Digital Asset Destruction, Data Retrieval & System Restoration	\$1,000,000	\$25,000
System Failure	\$1,000,000	18 hours
Reputational Loss	\$1,000,000	2 weeks
Cyber Extortion & Ransomware Coverage	\$1,000,000	\$25,000
Breach Response & Remediation Expenses	\$1,000,000	\$25,000
Third Party Insuring Agreement		
Network Security & Privacy Liability	\$1,000,000	\$25,000
Regulatory Investigations, Fines & Penalties	\$1,000,000	\$25,000
Media Liability	\$1,000,000	\$25,000
PCI DSS Assessment Expenses	\$1,000,000	\$25,000
Breach Management Expenses	\$1,000,000	\$25,000
Total Policy Aggregate	\$1,000,000	N/A

Additional Coverage Information

- Additional Named Insured Endorsement
- Invoice Manipulation Loss- \$100,000

Extended Reporting Period

This coverage form is written on a Claims-made basis. You may have an option to purchase an Extended Reporting Period (ERP) endorsement should your policy be cancelled or non-renewed

Coverage	2/23/2022-2/23/2023	2/23/2023-2/23/2024
Directors & Officers/Employment Practices Liability	\$18,186.00	\$20,925.00
	7/1/2022-7/1/2023	Annual - TBD
Cyber Liability	\$10,289.17	\$21,313.76
	<i>Atbay</i>	<i>Corvus</i>
Total Premium	\$28,475.17	\$42,238.76

Notes:

- Increase in premium is due to claim activity in the marketplace and the claim from 2021 was finalized
- Cyber carrier could not include STAMP entities on current policy. A mid-term rewrite with Corvus was proposed including STAMP entities. They were the only carrier to consider a mid-term rewrite.

Binding Requirements:

- Directors & Officers/Employment Practices Liability
 - Signed application
 - Provide the latest Year End CPA Financials
 - Confirm the STAMP Financials are included in the provided financials
 - Confirm that STAMP Underwriting Information is included in the provided application
- Cyber Liability
 - TRIA waiver if coverage is rejected
 - A completed, signed and dated Corvus Smart Cyber Application. Please note we will need favorable responses to these key security controls to bind; Segregated backups updated regularly, email filtering; MFA for email access; MFA for remote access; MFA for admin access, EDR.
 - Please provide an org charts and better explanation of how companies are related – we've provided further information and are awaiting confirmation whether more is needed
 - Signed Total Cost Form

Carrier	Quote Offered	Premium	Comments
Hanover	No		Declined – Not within underwriting guidelines
Chubb	Estimated \$25,000		Indication at \$5M \$25k ret, excl loan/financing services, Including Third Party Liability pending?
Philadelphia	No		Declined – Do not write Industrial Development Agencies
Hartford	No		Declined – Do not write Non-Profit business
Selective	No		Declined due to the Large D&O Loss
Cincinnati	No		Declined due to recent claim
USLI	No		Declined due to claims
ERisk	No		Can only offer Excess for this class of business
Great American	No		Declined due to claim
Berkley	No		Declined due to claim
Nexus	Indication		Can only offer \$3M limit, increased pricing & retention

Genesee County Industrial Development Agency
Genesee County Industrial Development Agency
99 MedTech Dr STE 106
Batavia, NY 14020

Is the mailing address listed above correct? Yes: _____ No: _____

If you have answered No to the question shown above, please make corrections below:

Please respond in Section 1 **and** Section 2, then sign where indicated:

Section 1 - Select one of the following by placing an (X) in the appropriate box

By my signature below, I certify that I have requested Lawley Service, Inc. and/or Lawley LLC. bind coverage as shown in this proposal. All changes from the original proposal are noted and initialed.

By my signature below, I certify that I have requested Lawley Service, Inc. and/or Lawley LLC. bind coverage as shown in this proposal, with no changes from the original proposal

Section 2 - Select one of the following by placing an (X) in the appropriate box

By my signature below, I certify that I have declined quotes for additional coverages

By my signature below, I certify that I have requested Lawley Service, Inc. and/or Lawley LLC. obtain Quotes for the following coverage: *(please list below)*

Signed: _____ Date: _____

Name: Genesee County Industrial Development Agency

Term: 2/23/2023-2/23/2024

We ask that you do not accept our brief description of the insurance coverages as a complete explanation of the policy terms. The actual policy language will govern the scope and limits of coverage involved.

Genesee County Economic Development Center
December 2022 UNAUDITED Dashboard
Balance Sheet - Accrual Basis

DRAFT

	<u>12/31/22</u>	<u>11/30/22</u>	[Per Audit] <u>12/31/21</u>
ASSETS:			
Cash - Unrestricted	\$ 6,428,005	\$ 6,538,325	\$ 7,339,508
Cash - Restricted (A)(1)	8,955,862	9,510,226	11,674,315
Cash - Reserved (B)	797,149	795,629	792,739
Cash - Subtotal	16,181,016	16,844,180	19,806,562
Grants Receivable (2)	67,663	60,728	65,327
Accounts Receivable (3)	107,067	65,190	337,456
Deposits	2,832	2,832	2,832
Prepaid Expense(s) (4)	25,692	7,283	42,651
Loans Receivable - Current	54,539	54,493	52,489
Total Current Assets	16,438,809	17,034,706	20,307,317
Land Held for Dev. & Resale (5)	22,597,973	22,060,953	19,467,282
Furniture, Fixtures & Equipment	71,257	71,257	71,257
Total Property, Plant & Equip.	22,669,230	22,132,210	19,538,539
Less Accumulated Depreciation	(69,183)	(69,129)	(68,528)
Net Property, Plant & Equip.	22,600,047	22,063,081	19,470,011
Loans Receivable- Non-current (Net of \$47,429 Allow. for Bad Debt)	138,074	142,914	195,885
Other Assets	138,074	142,914	195,885
TOTAL ASSETS	39,176,930	39,240,701	39,973,213
DEFERRED OUTFLOWS OF RESOURCES			
Deferred Pension Outflows (10)	597,836	597,836	597,836
Deferred Outflows of Resources	597,836	597,836	597,836
LIABILITIES:			
Accounts Payable (6)	190,589	96,744	548,813
Loan Payable - Genesee County - Current (7)	305,000	305,000	295,000
Accrued Expenses	18,235	66,978	29,545
Unearned Revenue (8)	8,551,588	9,200,963	10,993,355
Total Current Liabilities	9,065,412	9,669,685	11,866,713
Loans Payable - ESD (9)	5,196,487	5,196,487	5,196,487
Loan Payable - Genesee County - Noncurrent (7)	2,825,000	2,825,000	3,130,000
Aggregate Net Pension Liability (10)	2,612	2,612	2,612
Total Noncurrent Liabilities	8,024,099	8,024,099	8,329,099
TOTAL LIABILITIES	17,089,511	17,693,784	20,195,812
DEFERRED INFLOWS OF RESOURCES			
Deferred Pension Inflows (10)	791,742	791,742	791,742
Deferred Inflows of Resources	791,742	791,742	791,742
NET ASSETS	\$ 21,893,513	\$ 21,353,011	\$ 19,583,495

Significant Events:

1. Restricted Cash - Includes cash deposited by ESD into imprest accounts related to the \$8M and \$33M STAMP grants. Expenditures out of these accounts are pre-authorized by ESD. Also included are funds received from the County per a Water Supply Agreement, to be put towards water improvements located in the Town of Alabama and the Town of Pembroke and other Phase II improvements as identified by the County. These funds were used to pay for qualifying expenditures; Zero balance at 10/31/22 forward.
2. Grants Receivable - National Grid grants support marketing and development activities for STAMP and the LeRoy Food & Tech Park.
3. Accounts Receivable - Econ. Dev. Program Support Grant, MedTech Centre Property Management, etc.
4. Prepaid Expense(s) - NYS Retirement Contributions; Cyber, D&O, Life, long-term and short-term disability insurance, etc.
5. Land Held for Dev. & Resale - Additions are related to STAMP development costs.
6. Accounts Payable - 2022 expenses that will be paid in 2023.
7. Loan Payable - Genesee County (Current & Noncurrent) - Per a Water Supply Agreement with Genesee County, the County remitted \$4M to the GCEDC to put towards water improvements located in the Town of Alabama and the Town of Pembroke and other Phase II improvements as identified by the County. GCEDC started making annual payments to the County of \$448,500 beginning in January 2020.
8. Unearned Revenue - Annual administration fees; interest received in advance; Funds received from municipalities to support park development; Funds received to support workforce development; ESD Grant funds to support STAMP development, not actually earned until eligible expenditures are incurred.
9. Loans Payable - ESD - Loans from ESD to support STAMP land acquisition and related soft costs.
10. Deferred Pension Outflows / Aggregate Net Pension Liability / Deferred Pension Inflows - Accounts related to implementation of GASB 68.

(A) Restricted Cash = GAIN! Loan Funds, Municipal Funds, Grant Funds Received in Advance.

(B) Reserved Cash = RLF #1 Funds (defederalized).

**Genesee County Economic Development Center
December 2022 UNAUDITED Dashboard
Profit & Loss - Accrual Basis**

DRAFT

	Month to Date		YTD		2022	2022
	12/31/22	12/31/21	2022	2021	Board Appr. Budget	YTD % of Budget
Operating Revenues:						
Genesee County	\$ 19,459	\$ 19,463	\$ 233,510	\$ 233,513	\$ 233,513	100%
Genesee County - WFD	2,085	-	25,000	-	-	N/A
Fees - Projects	53,625	214,838	436,718	3,623,662	411,500	106%
Fees - Services	7,099	6,815	85,189	83,387	85,192	100%
Interest Income on Loans	207	256	2,747	3,313	2,744	100%
Rent	12,199	5,898	28,592	25,790	21,071	136%
Common Area Fees - Parks	-	-	373	355	360	104%
Grants (1)	654,765	1,268,885	4,886,131	7,591,501	8,891,710	55%
GGLDC Grant- Econ. Dev. Program Support	25,000	25,000	300,000	300,000	300,000	100%
GCFC Grant - Econ. Dev. Program Support	-	-	328,388	-	-	N/A
Land Sale Proceeds	-	-	67,500	2,091,880	-	N/A
BP ² Revenue	-	7,817	22,693	9,159	27,454	83%
Other Revenue	20	115	1,410	2,274	5,000	28%
Total Operating Revenues	774,459	1,549,087	6,418,251	13,964,834	9,978,544	64%
Operating Expenses						
General & Admin	117,354	73,091	1,360,808	1,347,240	1,506,112	90%
Professional Services	13,911	16,020	75,574	68,964	108,500	70%
Site Maintenance/Repairs	5,794	426	10,965	5,759	39,500	28%
Property Taxes/Special District Fees	-	-	3,518	5,850	2,690	131%
PIF Expense	-	10,863	126,105	113,037	143,157	88%
Site Development Expense (2)	110,809	(20,193)	2,567,013	4,371,946	2,504,098	103%
Cost of Land Sales	-	(258,255)	5,775	353,048	-	N/A
Real Estate Development (3)	537,020	1,274,737	3,130,691	3,855,310	5,949,402	53%
Balance Sheet Absorption	(537,020)	(1,274,737)	(3,130,691)	(3,855,310)	-	N/A
Total Operating Expenses	247,868	(178,048)	4,149,758	6,265,844	10,253,459	40%
Operating Revenue (Expense)	526,591	1,727,135	2,268,493	7,698,990	(274,915)	
Non-Operating Revenue						
Other Interest Income	13,911	1,048	41,525	8,750	5,500	755%
Total Non-Operating Revenue	13,911	1,048	41,525	8,750	5,500	755%
Change in Net Assets	540,502	1,728,183	2,310,018	7,707,740	\$ (269,415)	
Net Assets - Beginning	21,353,011	17,855,312	19,583,495	11,875,755		
Net Assets - Ending	\$ 21,893,513	\$ 19,583,495	\$ 21,893,513	\$ 19,583,495		

Significant Events:

1. Grants - PIF from RJ Properties (Liberty Pumps) supports Apple Tree Acres Infrastructure improvements (school portion); PIF from Yancey's Fancy supports Infrastructure Fund Agreement with the Town of Pembroke (School PILOT portion); YTD includes \$448K Community Benefit Agreement payment dedicated to STAMP by sourcing debt service payments to the County; PIF payments from RJ Properties (Liberty Pumps) and Yancey's Fancy (County/Town portion); National Grid grant supports marketing and development activities for STAMP; ESD \$33M & \$8M Grants support STAMP engineering, environmental, legal, infrastructure, etc.

2. Site Development Expense - Installation of, or improvements to, infrastructure that is not owned by the GCEDC, or will be dedicated to a municipality in the foreseeable future, is recorded as site development expense when costs are incurred.

3. Real Estate Development Costs - Includes STAMP development costs.

Genesee County Economic Development Center
December 2022 UNAUDITED Dashboard
Statement of Cash Flows

DRAFT

	December 2022	YTD
CASH FLOWS PROVIDED BY OPERATING ACTIVITIES:		
Genesee County	\$ -	\$ 258,509
Fees - Projects	73,625	775,618
Fees - Services	2	63,894
Interest Income on Loans	204	2,639
Rent	2,555	21,357
Common Area Fees - Parks	-	373
Grants	-	2,439,135
BP ² Revenue	-	22,693
GGLDC Grant - Economic Development Program Support	-	225,000
GCFC Grant - Economic Development Program Support	-	328,388
Land Sale Proceeds - Net	-	61,725
Other Revenue	20	1,410
Repayment of Loans	4,794	55,761
General & Admin Expense	(183,073)	(1,367,512)
Professional Services	(9,381)	(81,861)
Site Maintenance/Repairs	(5,794)	(10,965)
Site Development	(7,372)	(2,602,501)
Property Taxes/Special District Fees	-	(3,518)
PIF Expense	(82,809)	(126,105)
Improv/Additions/Adj to Land Held for Development & Resale	(471,733)	(3,442,044)
Net Cash Used By Operating Activities	(678,962)	(3,378,004)
CASH FLOWS USED BY NONCAPITAL FINANCING ACTIVITIES:		
Principal Payments on Loan	-	(295,000)
Net Cash Used By Noncapital Financing Activities	-	(295,000)
CASH FLOWS PROVIDED BY INVESTING ACTIVITIES:		
Interest Income (Net of Remittance to ESD)	15,798	47,458
Net Change in Cash	(663,164)	(3,625,546)
Cash - Beginning of Period	16,844,180	19,806,562
Cash - End of Period	\$ 16,181,016	\$ 16,181,016
RECONCILIATION OF NET OPERATING REVENUE TO NET CASH USED BY OPERATING ACTIVITIES:		
Operating Revenue	\$ 526,591	\$ 2,268,493
Depreciation Expense	54	655
(Increase) Decrease in Operating Accounts/Grants Receivable	(48,812)	228,053
(Increase) Decrease in Prepaid Expenses	(18,409)	16,959
Decrease in Loans Receivable	4,794	55,761
Increase in Land Held for Development & Resale	(537,020)	(3,130,691)
Increase (Decrease) in Operating Accounts Payable	91,958	(364,157)
Decrease in Accrued Expenses	(48,743)	(11,310)
Decrease in Unearned Revenue	(649,375)	(2,441,767)
Total Adjustments	(1,205,553)	(5,646,497)
Net Cash Used By Operating Activities	\$ (678,962)	\$ (3,378,004)

GCEDC
Audit & Finance Committee Meeting Report
January 31, 2023

Consulting assistance on local labor policy reporting and conformity for projects

At the October 1, 2019 meeting, the GCEDC staff presented a sample proposal from Loewke Brill Consulting Group, Inc. on how they could assist companies that will have to report to the GCEDC under the local labor reporting requirements, including assistance with waiver requests and finding local contractors to bid their projects.

The GCEDC Staff had requested a quote for the costs related to a project at STAMP. A copy of the application for incentives were sent to Loewke Brill for them to calculate the fee. They submitted the following:

\$18,505 - 17 Inspections (\$325 per visit), 17 Monthly Reports (\$690 per month), 1 time set up fee (\$1,250)

The time period was determined by what the projects listed for the duration of construction in their applications. GCEDC staff has the following recommendation which is consistent with prior approvals:

Fund Commitment: \$18,505 to be paid out of deposit from company.

Committee Action Request: Recommend to the full Board to move forward with a proposal from Loewke Brill Consulting for a project at STAMP. This project will be making a deposit to cover all of the costs associated with the local labor inspection process.