



Meeting Agenda – Audit and Finance Committee
 Genesee County Economic Development Center
 Tuesday, October 22, 2024 – 8:30 a.m.
 Location: 99 MedTech Drive, Innovation Zone

Page #	Topic	Discussion Leader	Desired Outcome
	1. Call To Order – Enter Public Session	K. Manne	
2-4	2. Chairman's Report & Activities 2a. Agenda Additions / Other Business 2b. Minutes: September 3, 2024	K. Manne	Vote
5-8	3. Discussions / Official Recommendations to the Board: 3a. August 2024 Financial Statements	L. Farrell	Disc / Vote
9-11	3b. September 2024 Financial Statements	L. Farrell	Disc / Vote
12	3c. GCEDC 1+3 Budget	L. Farrell	Disc / Vote
13-20	3d. 12/31/24 Audit Services	L. Farrell	Disc / Vote
21	3e. Copier Lease	L. Farrell	Disc / Vote
22-23	3f. Land Lease Rates	M. Masse	Disc / Vote
	4. Adjournment	K. Manne	Vote



GCEDC Audit & Finance Committee Meeting
Tuesday, September 3rd, 2024
Location: 99 MedTech Drive, Innovation Zone
8:30 a.m.

MINUTES

ATTENDANCE

Committee Members: P. Zeliff, K. Manne, P. Battaglia, M. Gray
Staff: L. Farrell, M. Masse, E. Finch, L. Casey, P. Kennett, C. Suozzi, J. Krencik
Guests: M. Brooks (GGLDC Board Member), D. Cunningham (GGLDC Board Member),
J. Tretter (GGLDC Board Member)
Absent:

1. CALL TO ORDER / ENTER PUBLIC SESSION

K. Manne called the meeting to order at 8:31 a.m. in the Innovation Zone.

1a. Enter Public Session

2. Chairman's Report & Activities

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

2b. Minutes: July 30, 2024

P. Zeliff made a motion to approve the July 30, 2024, minutes; the motion was seconded by P. Battaglia. Roll call resulted as follows:

P. Battaglia- Yes
M. Gray - Yes
P. Zeliff - Yes
K. Manne - Yes

The item was approved as presented.

3. DISCUSSIONS / OFFICIAL RECOMMENDATIONS OF THE COMMITTEE:

3a. July 2024 Financial Statements – L. Farrell reviewed with the Committee the significant items on the long form financial statements for July 2024.

- Accounts receivable decreased. We received the quarterly payment from the GGLDC for the MedTech Centre Property Management Fee and Economic Development Support Grant.
- Interest receivable increased. We are recording interest receivable for those CDs that give interest at the maturity of the three-month CD as opposed to monthly.

- In the operating fund, we received an origination fee of about \$155,000 from the AES Rt 5 Storage Solar project which closed in July.
- There are a few expenses that are over 58% of budget, which is where we would anticipate being at this time of the year.
- Some of the expenditure line items that were over budget are starting to balance out. We are still over on a couple of line items, including dues and subscriptions and HSA Contributions which are still front loaded.
- A GURF was not submitted in July. There is little activity in the STAMP fund for this month.
- Other than the above-mentioned items, there is normal monthly activity on the income statements for all funds.

M. Gray made a motion to recommend to the full Board the approval of the July 2024 Financial Statements as presented; the motion was seconded by P. Battaglia. Roll call resulted as follows:

P. Battaglia- Yes
M. Gray - Yes
P. Zeliff - Yes
K. Manne – Yes

The item was approved as presented.

3b. 2025 GCEDC Budget – At the last Committee meeting, L. Farrell reviewed the budget worksheets and first draft of the budget in detail along with 2024 projections. L. Farrell reviewed the changes, which were highlighted in yellow, that have been made since the budget was last presented.

Changes in the projected 2024 numbers include:

- 1) An increase in origination fees because we closed on the AES Rt 5 Storage Solar project.
- 2) There were also two other projects that closed in August that were also moved over to the projected 2024 numbers, previously presented as future opportunities only.

Changes in the 2025 budget include:

- 1) The information for the \$33M and \$8M STAMP grants had not been entered when the budget was last presented. We would anticipate at the end of 2024 there would be about \$1M remaining to spend in the \$33M grant and about \$300,000 remaining to spend in the \$8M grant. This can be seen coming in and out.
- 2) BP2 income has been updated. Ellicott Station was removed as the PILOT was canceled so the numbers have been updated to reflect this change.
- 3) The individual funds show the same changes that are mentioned above.

There is a plug of about \$563K of appropriated fund balance to fill the budget gap, which is seen on page 2 of the budget. The cash that we have in the bank from previous origination fees is extended over multiple years to cover operating budget gaps.

The Committee asked several questions related to the budget worksheets, but the discussion did not elicit any additional changes.

P. Battaglia made a motion to recommend to the full Board the approval of the 2025 GCEDC Budget as presented; the motion was seconded by P. Zeliff. Roll call resulted as follows:

P. Battaglia- Yes
M. Gray - Yes
P. Zeliff - Yes
K. Manne – Yes

The item was approved as presented.

3c. Consulting Agreement with Bellwether Advisors, LLC – In connection with the NYS grant awards received for STAMP (the \$33 million and \$56 million), there are certain MWBE requirements (30%) attached to the funding. It has been difficult to find MWBE firms, either for the main contract or subcontracting, for the types of infrastructure we are building for the STAMP site. There are also a number of contracts that don't allow us to utilize outside firms (National Grid). Bellwether Advisors, LLC is a consulting firm that has been assisting companies like the GCEDC navigate through the "best efforts" of trying to ensure that MWBE firms are invited to bid on these projects as well as assisting in the potential waiver request, if one is needed.

Fund Commitment: Although the contract is for \$5,000 monthly, we would request up to \$5,000 initially to see how the contract will work out.

Board Action Request: Recommend approval to the full Board of the proposal with Bellwether Consulting, LLC not to exceed \$5,000. This will be paid using operating funds as NYS grant funds cannot be used to pay for this type of expenditure.

NOTE: If approved, the contract will be amended to note a "not to exceed amount of \$5,000" rather than \$5,000 monthly.

P. Zeliff made a motion to recommend to the full Board the approval of the Consulting Agreement with Bellwether Advisors, LLC not to exceed \$5,000; the motion was seconded by P. Battaglia. Roll call resulted as follows:

P. Battaglia- Yes
M. Gray - Yes
P. Zeliff - Yes
K. Manne – Yes

The item was approved as presented.

4. ADJOURNMENT

As there was no further business, M. Gray made a motion to adjourn at 8:47 a.m., seconded by P. Zeliff and passed unanimously.

Genesee County Economic Development Center
Dashboard - August 2024
Balance Sheet - Accrual Basis

	8/31/24	7/31/24	[Per Audit] 12/31/23
ASSETS:			
Cash - Unrestricted (1)	\$ 5,065,971	\$ 5,157,186	\$ 10,846,767
Cash - Restricted (A) (2)	7,000,780	7,040,378	7,706,743
Cash - Reserved (B) (1)	5,171,362	5,378,715	672
Cash - Subtotal	<u>17,238,113</u>	<u>17,576,279</u>	<u>18,554,182</u>
Grants Receivable (3)	325,799	68,511	78,079
Accounts Receivable (4)	70,154	38,960	71,433
Interest Receivable	26,135	84,005	51,255
Deposits	2,832	2,832	2,832
Prepaid Expense(s) (5)	32,557	31,344	46,848
Loans Receivable - Current	62,887	53,287	55,005
Total Current Assets	<u>17,758,477</u>	<u>17,855,218</u>	<u>18,859,634</u>
Land Held for Dev. & Resale (6)	24,708,084	24,453,539	24,143,667
Furniture, Fixtures & Equipment	71,257	71,257	71,257
Total Property, Plant & Equip.	<u>24,779,341</u>	<u>24,524,796</u>	<u>24,214,924</u>
Less Accumulated Depreciation	(70,275)	(70,220)	(69,838)
Net Property, Plant & Equip.	<u>24,709,066</u>	<u>24,454,576</u>	<u>24,145,086</u>
Loans Receivable- Non-current (Net of \$47,429 Allow. for Bad Debt)	135,332	49,435	81,163
Right to Use Assets, Net of Accumulated Amortization	32,431	32,431	32,431
Other Assets	<u>167,763</u>	<u>81,866</u>	<u>113,594</u>
TOTAL ASSETS	<u>42,635,306</u>	<u>42,391,660</u>	<u>43,118,314</u>
DEFERRED OUTFLOWS OF RESOURCES			
Deferred Pension Outflows (11)	392,573	392,573	392,573
Deferred Outflows of Resources	<u>392,573</u>	<u>392,573</u>	<u>392,573</u>
LIABILITIES:			
Accounts Payable (7)	57,458	47,131	466,773
Loan Payable - Genesee County - Current (8)	325,000	325,000	315,000
Accrued Expenses	51,473	39,587	34,859
Lease Payable - Current	12,307	12,307	12,307
Customer Deposits - Local Labor Reporting	45,755	40,465	18,505
Unearned Revenue (9)	5,965,107	5,986,651	6,291,340
Total Current Liabilities	<u>6,457,100</u>	<u>6,451,141</u>	<u>7,138,784</u>
Loans Payable - ESD (10)	5,196,487	5,196,487	5,196,487
Loan Payable - Genesee County - Noncurrent (8)	2,185,000	2,185,000	2,510,000
Lease Payable - Noncurrent	5,604	5,604	5,604
Net Pension Liability (11)	512,048	512,048	512,048
Total Noncurrent Liabilities	<u>7,899,139</u>	<u>7,899,139</u>	<u>8,224,139</u>
TOTAL LIABILITIES	<u>14,356,239</u>	<u>14,350,280</u>	<u>15,362,923</u>
DEFERRED INFLOWS OF RESOURCES			
Deferred Pension Inflows (11)	40,527	40,527	40,527
Deferred Inflows of Resources	<u>40,527</u>	<u>40,527</u>	<u>40,527</u>
NET ASSETS	<u>\$ 28,631,113</u>	<u>\$ 28,393,426</u>	<u>28,107,437</u>

Significant Events:

1. Unrestricted & Reserved Cash YTD - \$5.27M has been internally reserved as matching funds related to the FAST NY grant supporting STAMP development.
2. 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.
3. Grants Receivable - National Grid grants support marketing and development activities for STAMP and the LeRoy Food & Tech Park; EDC funds were used to remit payment to NYPA to enable work on STAMP substation - will be reimbursed by ESD FAST NY grant funds.

4. Accounts Receivable - Econ. Dev. Program Support Grant, MedTech Centre Property Management, misc.
 5. Prepaid Expense(s) - Workers compensation, cyber, D&O, life, umbrella, general liability insurance, misc.
 6. Land Held for Dev. & Resale - Additions are related to STAMP development costs.
 7. Accounts Payable - e3communications, interest earned on imprest accounts that will be remitted to ESD, misc.
 8. 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.
 9. Unearned Revenue - 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.
 10. Loans Payable - ESD - Loans from ESD to support STAMP land acquisition and related soft costs.
 11. Deferred Pension Outflows / Deferred Pension Inflows / Net Pension Liability - 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), FAST NY Grant Matching Funds, Local Labor Reporting Deposits.

**Genesee County Economic Development Center
Dashboard - August 2024
Profit & Loss - Accrual Basis**

	Month to Date		YTD		2024 Board Appr. <u>Budget</u>	2024 YTD % of Budget
	<u>8/31/24</u>	<u>8/31/23</u>	<u>2024</u>	<u>2023</u>		
<u>Operating Revenues:</u>						
Genesee County	\$ 19,459	\$ 19,459	\$ 155,673	\$ 155,673	\$ 233,513	67%
Genesee County - WFD	2,083	2,083	16,665	16,665	25,000	67%
Fees - Projects (1)	54,750	165,840	569,466	330,778	488,000	117%
Fees - Services	7,347	7,262	58,777	58,096	88,168	67%
Interest Income on Loans	127	175	1,124	1,511	1,590	71%
Rent	1,500	3,750	10,229	11,257	28,809	36%
Common Area Fees - Parks	-	-	803	391	410	196%
Grants (2)	257,289	3,738	1,112,224	1,143,905	9,104,847	12%
GGLDC Grant - Econ. Dev. Program Support	25,000	25,000	200,000	200,000	300,000	67%
BP ² Revenue	5,799	-	11,431	7,503	70,864	16%
Other Revenue	1,293	-	7,055	5,271	5,800	122%
Total Operating Revenues	374,647	227,307	2,143,447	1,931,050	10,347,001	21%
<u>Operating Expenses</u>						
General & Admin (3)	160,319	103,271	1,642,740	963,184	1,675,970	98%
Professional Services	17,330	4,827	79,285	54,900	172,770	46%
Site Maintenance/Repairs	770	447	24,693	3,130	38,500	64%
Property Taxes/Special District Fees	-	-	4,186	5,275	5,615	75%
BP ² Expense	-	-	-	-	31,432	0%
PIF Expense	-	-	63,017	48,162	156,294	40%
Grant Expense - Batavia Home Fund	-	-	2,750	-	-	N/A
Site Development Expense (4)	100	-	160,480	165,828	8,328,578	2%
Real Estate Development (5)	254,545	158,546	564,417	780,288	304,922	185%
Balance Sheet Absorption	(254,545)	(158,546)	(564,417)	(780,288)	-	N/A
Total Operating Expenses	178,519	108,545	1,977,151	1,240,479	10,714,081	18%
Operating Revenue (Expense)	196,128	118,762	166,296	690,571	(367,080)	
<u>Non-Operating Revenue</u>						
Other Interest Income (6)	41,559	23,719	357,380	143,417	128,000	279%
Total Non-Operating Revenue	41,559	23,719	357,380	143,417	128,000	279%
Change in Net Assets	237,687	142,481	523,676	833,988	\$ (239,080)	
Net Assets - Beginning	28,393,426	22,679,947	28,107,437	21,988,440		
Net Assets - Ending	\$ 28,631,113	\$ 22,822,428	\$ 28,631,113	\$ 22,822,428		

Significant Events:

1. Fees Projects - Countryside Apartments; YTD includes LNK Holdings, Inc, MedTech Landing, Oak Orchard Solar and AES Rt 5 Storage Solar project origination
2. Grants - PIF from RJ Properties (Liberty Pumps) supports Apple Tree Acres Infrastructure improvements; PIF from Yancey's Fancy supports Infrastructure Fund Agreement with the Town of Pembroke; \$448K Community Benefit Agreement payment dedicated to STAMP by sourcing debt service payments to the County; National Grid grant supports marketing and development activities for STAMP; ESD \$33M, \$8M and FAST NY Grants support STAMP engineering, environmental, legal, infrastructure, etc.
3. General & Admin Expense - YTD includes FAST NY Grant 1% commitment fee (\$560K).
4. 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.
5. Real Estate Development Costs - Includes STAMP development costs.
6. Other Interest Income - Interest rates have increased substantially; invested funds into CDs for additional interest income.

Genesee County Economic Development Center
August 2024 Dashboard
Statement of Cash Flows

	August 2024	YTD
CASH FLOWS USED BY OPERATING ACTIVITIES:		
Genesee County	\$ -	\$ 172,224
Fees - Projects	54,750	637,466
Fees - Services	-	44,084
Interest Income on Loans	125	1,210
Rent	1,500	11,729
Common Area Fees - Parks	-	803
Grants	-	538,798
BP ² Revenue	5,799	11,431
GGLDC Grant - Economic Development Program Support	-	150,000
Other Revenue	1,294	7,056
Repayment of Loans	4,503	37,949
Issuance of Loans	(100,000)	(100,000)
Customer Deposit	5,290	27,250
General & Admin Expense	(148,490)	(1,615,436)
Professional Services	(17,330)	(118,050)
Site Maintenance/Repairs	(770)	(24,693)
Site Development	(100)	(260,099)
Property Taxes/Special District Fees	-	(4,186)
Grant Expense	-	(2,750)
PIF Expense	-	(63,017)
Improv/Additions/Adj to Land Held for Development & Resale	(254,545)	(876,537)
Net Cash Used By Operating Activities	<u>(447,974)</u>	<u>(1,424,768)</u>
CASH FLOWS USED BY NONCAPITAL FINANCING ACTIVITIES:		
Principal Payments on Loan	-	(315,000)
Net Cash Used By Noncapital Financing Activities	<u>-</u>	<u>(315,000)</u>
CASH FLOWS PROVIDED BY INVESTING ACTIVITIES:		
Interest Income (Net of Remittance to ESD)	<u>109,808</u>	<u>423,699</u>
Net Change in Cash	(338,166)	(1,316,069)
Cash - Beginning of Period	17,576,279	18,554,182
Cash - End of Period	<u>\$ 17,238,113</u>	<u>\$ 17,238,113</u>
RECONCILIATION OF NET OPERATING REVENUE TO NET CASH USED BY OPERATING ACTIVITIES:		
Operating Revenue	\$ 196,128	\$ 166,296
Depreciation Expense	55	437
Increase in Operating Accounts/Grants Receivable	(288,482)	(246,441)
(Increase) Decrease in Prepaid Expenses	(1,213)	14,291
Increase in Loans Receivable	(95,497)	(62,051)
Increase in Land Held for Development & Resale	(254,545)	(564,417)
Decrease in Operating Accounts Payable	(52)	(450,514)
Increase in Accrued Expenses	11,886	16,614
Decrease in Unearned Revenue	(21,544)	(326,233)
Increase in Customer Deposits	5,290	27,250
Total Adjustments	<u>(644,102)</u>	<u>(1,591,064)</u>
Net Cash Used By Operating Activities	<u>\$ (447,974)</u>	<u>\$ (1,424,768)</u>

Genesee County Economic Development Center
Dashboard - September 2024
Balance Sheet - Accrual Basis

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	9/30/24	8/31/24	[Per Audit] 12/31/23
ASSETS:			
Cash - Unrestricted (1)	\$ 9,597,158	\$ 5,065,971	\$ 10,846,767
Cash - Restricted (A) (2)	6,596,886	7,000,780	7,706,743
Cash - Reserved (B) (3)	5,234,565	5,171,362	672
Cash - Subtotal	21,428,609	17,238,113	18,554,182
Grants Receivable (4)	322,911	325,799	78,079
Accounts Receivable - Current (5)	97,613	70,154	71,433
Interest Receivable	49,469	26,135	51,255
Deposits	2,832	2,832	2,832
Prepaid Expense(s) (6)	24,111	32,557	46,848
Loans Receivable - Current	62,940	62,887	55,005
Total Current Assets	21,988,485	17,758,477	18,859,634
Land Held for Dev. & Resale (7)	24,680,725	24,708,084	24,143,667
Furniture, Fixtures & Equipment	71,257	71,257	71,257
Total Property, Plant & Equip.	24,751,982	24,779,341	24,214,924
Less Accumulated Depreciation	(70,330)	(70,275)	(69,838)
Net Property, Plant & Equip.	24,681,652	24,709,066	24,145,086
Accounts Receivable- Noncurrent (8)	4,525,000	-	-
Loans Receivable- Noncurrent (Net of \$47,429 Allow. for Bad Debt)	129,979	135,332	81,163
Right to Use Assets, Net of Accumulated Amortization	32,431	32,431	32,431
Other Assets	4,687,410	167,763	113,594
TOTAL ASSETS	51,357,547	42,635,306	43,118,314
DEFERRED OUTFLOWS OF RESOURCES			
Deferred Pension Outflows (13)	392,573	392,573	392,573
Deferred Outflows of Resources	392,573	392,573	392,573
LIABILITIES:			
Accounts Payable (9)	67,627	57,458	466,773
Loan Payable - Genesee County - Current (10)	325,000	325,000	315,000
Accrued Expenses	71,153	51,473	34,859
Lease Payable - Current	12,307	12,307	12,307
Customer Deposits - Local Labor Reporting	93,045	45,755	18,505
Unearned Revenue (11)	5,570,223	5,965,107	6,291,340
Total Current Liabilities	6,139,355	6,457,100	7,138,784
Loans Payable - ESD (12)	5,196,487	5,196,487	5,196,487
Loan Payable - Genesee County - Noncurrent (10)	2,185,000	2,185,000	2,510,000
Lease Payable - Noncurrent	5,604	5,604	5,604
Net Pension Liability (13)	512,048	512,048	512,048
Total Noncurrent Liabilities	7,899,139	7,899,139	8,224,139
TOTAL LIABILITIES	14,038,494	14,356,239	15,362,923
DEFERRED INFLOWS OF RESOURCES			
Deferred Pension Inflows (13)	40,527	40,527	40,527
Deferred Inflows of Resources	40,527	40,527	40,527
NET ASSETS	\$ 37,671,099	\$ 28,631,113	28,107,437

Significant Events:

- Unrestricted Cash - Collected \$3.17M in Project Origination Fees from five project closings and net land sale proceeds of \$1.36M from two land sales at Apple Tree Acres in September; YTD - \$5.27M has been internally reserved as matching funds related to the FAST NY grant supporting STAMP
- 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.
- Reserved Cash YTD - \$5.27M has been internally reserved as matching funds related to the FAST NY grant supporting STAMP development.
- Grants Receivable - National Grid grants support marketing and development activities for STAMP and the LeRoy Food & Tech Park; EDC funds were used to remit payment to NYPA to enable work on STAMP substation - will be reimbursed by ESD FAST NY grant funds.
- Accounts Receivable - Current - Econ. Dev. Program Support Grant, MedTech Centre Property Management, misc.
- Prepaid Expense(s) - Workers compensation, cyber, D&O, life, umbrella, general liability insurance, misc.
- Land Held for Dev. & Resale - Additions are related to STAMP development costs.
- Accounts Receivable - Noncurrent - Termed out project origination fees from GE Bergen (\$400K over 4 years) and Hecate Solar (\$4.125M over 15 years) that will not be collected within 12 months from the Balance Sheet date..
- Accounts Payable - e3communications, interest earned on imprest accounts that will be remitted to ESD, misc.
- 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.
- Unearned Revenue - 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.
- Loans Payable - ESD - Loans from ESD to support STAMP land acquisition and related soft costs.
- Deferred Pension Outflows / Deferred Pension Inflows / Net Pension Liability - Accounts related to implementation of GASB 68.

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

3b

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**Genesee County Economic Development Center
Dashboard - September 2024
Profit & Loss - Accrual Basis**

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	Month to Date		YTD		2024 Board Appr.	2024 YTD %
	9/30/24	9/30/23	2024	2023	<u>Budget</u>	of Budget
<u>Operating Revenues:</u>						
Genesee County	\$ 19,459	\$ 19,459	\$ 175,132	\$ 175,132	\$ 233,513	75%
Genesee County - WFD	2,083	2,083	18,748	18,748	25,000	75%
Fees - Projects (1)	7,694,692	147,671	8,264,158	478,449	488,000	1693%
Fees - Services	7,347	7,262	66,124	65,358	88,168	75%
Interest Income on Loans	206	171	1,330	1,682	1,590	84%
Rent	1,500	-	11,729	11,257	28,809	41%
Common Area Fees - Parks	-	-	803	391	410	196%
Grants (2)	413,537	429,580	1,525,761	1,573,485	9,104,847	17%
GGLDC Grant - Econ. Dev. Program Support	25,000	25,000	225,000	225,000	300,000	75%
GCFC Grant - Econ. Dev. Program Support	-	-	-	-	-	N/A
Land Sale Proceeds (3)	1,390,000	-	1,390,000	-	-	N/A
BP ² Revenue	-	(5,789)	11,431	1,714	70,864	16%
Other Revenue	1,293	161	8,348	5,432	5,800	144%
Total Operating Revenues	9,555,117	625,598	11,698,564	2,556,648	10,347,001	113%
<u>Operating Expenses</u>						
General & Admin (4)	80,403	111,552	1,723,143	1,074,736	1,675,970	103%
Professional Services	5,625	7,295	84,910	62,195	172,770	49%
Site Maintenance/Repairs	2,008	894	26,701	4,024	38,500	69%
Property Taxes/Special District Fees	(56)	-	4,130	5,275	5,615	74%
BP ² Expense	-	-	-	-	31,432	0%
PIF Expense	-	-	63,017	48,162	156,294	40%
Grant Expense - Batavia Home Fund	-	-	2,750	-	-	N/A
CBA Pass Through	-	-	-	-	-	N/A
Site Development Expense (5)	3,257	766,859	163,737	932,687	7,916,697	2%
Cost of Land Sales (3)	465,964	-	465,964	-	-	N/A
Real Estate Development (6)	411,880	426,165	976,297	1,206,453	716,803	136%
Balance Sheet Absorption	(411,880)	(426,165)	(976,297)	(1,206,453)	-	N/A
Total Operating Expenses	557,201	886,600	2,534,352	2,127,079	10,714,081	24%
Operating Revenue (Expense)	8,997,916	(261,002)	9,164,212	429,569	(367,080)	
<u>Non-Operating Revenue</u>						
Other Interest Income (7)	42,070	22,506	399,450	165,923	128,000	312%
Total Non-Operating Revenue	42,070	22,506	399,450	165,923	128,000	312%
Change in Net Assets	9,039,986	(238,496)	9,563,662	595,492	\$ (239,080)	
Net Assets - Beginning	28,631,113	22,822,428	28,107,437	21,988,440		
Net Assets - Ending	\$ 37,671,099	\$ 22,583,932	\$ 37,671,099	\$ 22,583,932		

Significant Events:

1. Fees Projects - Graham (\$102,382), GE Bergen (\$545,000), Hecate Solar (\$6,875,000), NY CDG Genesee #1 (\$91,575) & #4 (\$80,485); YTD includes LNK Holdings, Inc, MedTech Landing, Oak Orchard Solar, Countryside Apartments and AES Rt 5 Storage Solar project origination fees.
2. Grants - PIF from RJ Properties (Liberty Pumps) supports Apple Tree Acres Infrastructure improvements; PIF from Yancey's Fancy supports Infrastructure Fund Agreement with the Town of Pembroke; \$448K Community Benefit Agreement payment dedicated to STAMP by sourcing debt service payments to the County; National Grid grant supports marketing and development activities for STAMP; ESD \$33M, \$8M and FAST NY Grants support STAMP engineering, environmental, legal, infrastructure, etc.
3. Land Sale Proceeds / Cost of Land Sales - Two land sales closed in September at Apple Tree Acres (GE Bergen and Remlap).
4. General & Admin Expense - YTD includes FAST NY Grant 1% commitment fee (\$560K).

Genesee County Economic Development Center
September 2024 Dashboard
Statement of Cash Flows

DRAFT

	September 2024	YTD
CASH FLOWS PROVIDED BY OPERATING ACTIVITIES:		
Genesee County	\$ 43,084	\$ 215,308
Fees - Projects	3,169,692	3,807,158
Fees - Services	-	44,084
Interest Income on Loans	205	1,415
Rent	1,500	13,229
Common Area Fees - Parks	-	803
Grants	-	538,798
BP ² Revenue	-	11,431
GGLDC Grant - Economic Development Program Support	-	150,000
Other Revenue	1,293	8,349
Repayment of Loans	5,300	43,249
Net Land Sale Proceeds	1,363,275	1,363,275
Issuance of Loans	-	(100,000)
Customer Deposit	47,290	74,540
General & Admin Expense	(49,834)	(1,665,270)
Professional Services	(5,625)	(123,675)
Site Maintenance/Repairs	(2,008)	(26,701)
Site Development	(757)	(260,856)
Property Taxes/Special District Fees	56	(4,130)
Grant Expense	-	(2,750)
PIF Expense	-	(63,017)
Improv/Additions/Adj to Land Held for Development & Resale	(411,880)	(1,288,417)
Net Cash Provided By Operating Activities	<u>4,161,591</u>	<u>2,736,823</u>
CASH FLOWS USED BY NONCAPITAL FINANCING ACTIVITIES:		
Principal Payments on Loan	-	(315,000)
Net Cash Used By Noncapital Financing Activities	<u>-</u>	<u>(315,000)</u>
CASH FLOWS PROVIDED BY INVESTING ACTIVITIES:		
Interest Income (Net of Remittance to ESD)	<u>28,905</u>	<u>452,604</u>
Net Change in Cash	4,190,496	2,874,427
Cash - Beginning of Period	17,238,113	18,554,182
Cash - End of Period	<u>\$ 21,428,609</u>	<u>\$ 21,428,609</u>
RECONCILIATION OF NET OPERATING REVENUE TO NET CASH PROVIDED BY OPERATING ACTIVITIES:		
Operating Revenue	\$ 8,997,916	\$ 9,164,212
Depreciation Expense	55	492
Increase in Operating Accounts/Grants Receivable	(4,549,571)	(4,796,012)
Decrease in Prepaid Expenses	8,446	22,737
(Increase) Decrease in Loans Receivable	5,300	(56,751)
(Increase) Decrease in Land Held for Development & Resale	27,359	(537,058)
Decrease in Operating Accounts Payable	-	(450,514)
Increase in Accrued Expenses	19,680	36,294
Decrease in Unearned Revenue	(394,884)	(721,117)
Increase in Customer Deposits	47,290	74,540
Total Adjustments	<u>(4,836,325)</u>	<u>(6,427,389)</u>
Net Cash Provided By Operating Activities	<u>\$ 4,161,591</u>	<u>\$ 2,736,823</u>

4 Year Budget 2025 - 2028
GCEDC Consolidated
Board Approved: XXXXXXXX

DRAFT



	2025 Budget	2026 Budget	2027 Budget	2028 Budget
Revenues				
Genesee County Contributions	\$258,513	\$258,513	\$258,513	\$258,513
Fees - Projects	\$493,000	\$493,560	\$491,122	\$489,185
Fees - Service	\$87,713	\$90,344	\$93,055	\$95,846
Bank Interest Income	\$173,000	\$178,190	\$183,536	\$189,042
Interest Income on Loans	\$1,036	\$498	\$95	\$0
Rent Income	\$22,123	\$22,787	\$23,470	\$24,174
CAM Income	\$824	\$848	\$874	\$900
Miscellaneous	\$6,000	\$6,180	\$6,365	\$6,556
Economic Development Grant (GGLDC / GCFC)	\$300,000	\$300,000	\$300,000	\$300,000
PIF Grant Income	\$199,465	\$193,390	\$182,300	\$182,300
Local Labor Reporting	\$56,662	\$0	\$0	\$0
CBA	\$448,553	\$448,553	\$448,553	\$448,553
BP2 Income	\$31,177	\$36,467	\$41,366	\$45,383
Grants	\$50,930,000	\$0	\$0	\$0
Total Revenues	\$53,008,066	\$2,029,330	\$2,029,249	\$2,040,452
Expenses				
Payroll	\$950,000	\$978,500	\$1,007,855	\$1,038,091
Benefits	\$326,670	\$335,651	\$344,902	\$354,430
Insurance	\$86,460	\$89,054	\$91,725	\$94,477
Utilities	\$10,000	\$10,300	\$10,609	\$10,927
Depreciation	\$655	\$655	\$655	\$655
Telecom / Internet / Phone	\$6,000	\$6,180	\$6,365	\$6,556
Rent	\$20,300	\$20,909	\$21,536	\$22,182
Postage	\$1,700	\$1,751	\$1,804	\$1,858
Dues & Subscriptions	\$106,000	\$109,180	\$112,455	\$115,829
Conferences & Meetings	\$34,000	\$35,020	\$36,071	\$37,153
Professional Services	\$162,700	\$167,581	\$172,608	\$177,787
Local Labor Reporting	\$56,662	\$0	\$0	\$0
Travel	\$35,000	\$36,050	\$37,132	\$38,245
Marketing	\$82,000	\$84,460	\$86,994	\$89,604
Supplies	\$4,000	\$4,120	\$4,244	\$4,371
Maintenance & Repair	\$45,500	\$46,865	\$48,271	\$49,719
Site Development	\$0	\$0	\$0	\$0
Miscellaneous	\$0	\$0	\$0	\$0
Furniture & Equipment	\$15,000	\$15,450	\$15,914	\$16,391
CEO's Discretionary Fund	\$3,000	\$3,000	\$3,000	\$3,000
Fees	\$250	\$258	\$265	\$273
Special District Fees	\$4,470	\$4,604	\$4,742	\$4,884
Interest Expense / Unused Fee	\$123,500	\$113,500	\$98,500	\$88,500
Closing Costs / Cost of Sales	\$0	\$0	\$0	\$0
Sales Partner Fees	\$0	\$0	\$0	\$0
Development Costs STAMP	\$4,847,000	\$0	\$0	\$0
BP2 Expense	\$0	\$0	\$0	\$0
Grant Expense	\$50,930,000	\$0	\$0	\$0
PIF Expense	\$199,465	\$193,390	\$182,300	\$182,300
Total Expenses	\$58,050,332	\$2,256,478	\$2,287,947	\$2,337,232
Net Profit / Loss	(\$5,042,266)	(\$227,148)	(\$258,699)	(\$296,780)
Cash from Prev. Yr Rev. Collected in Current Yr	\$0	\$0	\$0	\$0
Appropriated Fund Balance	\$563,399	\$0	\$0	\$0
2018 J-Rental Land Sale - Cash Carry Over Allocation	\$0	\$0	\$0	\$0
NET Profit / Loss w/ Cash Adjustments	(\$4,478,867)	(\$227,148)	(\$258,699)	(\$296,780)

Notes:

* 3% increase for most line items 2025-2028, unless shaded.

4 Associate Drive
Oneonta, New York 13820
Phone: (607) 432-8700
Fax: (607) 432-5122
www.mmscpas.com



MOSTERT, MANZANERO & SCOTT, LLP
Certified Public Accountants

Deborah L. Mostert, CPA
Anthony T. Manzanero, CPA
Mary E. Manzanero, CPA
David E. Brownell, CPA
Jason L. Waite, CPA

October 2, 2024

Board of Directors and
Lezlie Farrell
Genesee County Industrial Development Agency
dba Genesee County Economic Development Center
99 MedTech Drive, Suite 106
Batavia, NY 14020

We are pleased to confirm our understanding of the services we are to provide for the Genesee County Industrial Development Agency dba Genesee County Economic Development Center (GCEDC) for the year ended December 31, 2024.

Audit Scope and Objectives

We will audit the financial statements of the GCEDC, which comprise of the combined statement of net position as of December 31, 2024, and the related combined statement of revenues, expenses and changes in net position and combined statement of cash flows, including the disclosures to the financial statements, as of and for the year then ended. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the GCEDC's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the GCEDC's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's response to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- Management's Discussion and Analysis
- Schedule of GCEDC's Proportionate Share of the Net Position Asset (Liability) – Employees' Retirement System
- Schedule of the GCEDC's Pension Contributions – Employees' Retirement Systems

We have also been engaged to report on supplementary information other than RSI that accompanies GCEDC's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and will provide an opinion on it in relation to the financial statements as a whole:

- Combining Statement of Net Position;
- Combining Statement of Revenues, Expenses and Changes in Net Position;
- Schedule of Bonds and Leases Outstanding;
- Schedule of Leases Terminating During the Year;
- Schedule of Land Development Agreements Outstanding; and
- Schedule of Land Agreements Termination During the Year.

Furthermore, we have been engaged to report on GCEDC's Compliance with the New York State Comptroller's Investment Guidelines for Public Authorities and Section 2925 of the New York State Public Authorities Law. We will issue a separate auditors' report which will provide an opinion on GCEDC's Compliance with Investment Guidelines for Public Authorities.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatements, whether due to fraud or error; and issue an auditors' report that includes our opinion about whether your financial statements are presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

The objectives also include reporting on internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

Auditors' Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and the standards for financial audits contained in *Government auditing Standards*, issued by the Comptroller General of the United States, and will include test of your accounting records of the GCEDC and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitation of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors' is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the GCEDC's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement.

Audit Procedures – Internal Control

We will obtain an understanding of the GCEDC and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures - Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of GCEDC's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Other Services

We will assist in preparing the financial statements and related notes of the GCEDC in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, and for the preparation and fair presentation of the financial statements and all accompanying information in conformity with accounting principles generally accepted in the United States of America, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

You are also responsible for making all financial records and related information available to us, and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by GAAS and *Government Auditing Standards*.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the GCEDC involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the GCEDC received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements and grants for taking timely and appropriate steps to remedy any fraud, illegal acts, violations of contracts or grant agreements, or abuse that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on supplementary information in any document that contains, and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for the presentation of the supplementary information in accordance with GAAP; (2) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP, (3) the methods of measurement or presentation have not changed from those used in the prior period (or if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities relating to the financial statements and related notes, and any other non-audit services we provide. You will be required to acknowledge in the management representation letter our assistance with the preparation of the financial statements, and related notes and that you have evaluated the adequacy of our services and have reviewed and approved the results of the services, and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees and Other

We understand that your employees will prepare all cash or other confirmations we request and will locate any invoices selected by us for testing. We will provide copies of our reports, upon request; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Mostert, Manzanero & Scott, LLP and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to your funding sources or the U.S. Government Accountability Office for the purpose of quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. If requested, access to such audit documentation will be provided under the supervision of Mostert, Manzanero & Scott, LLP personnel. Furthermore, upon request we may provide photocopies of selected audit documentation to your funding source, the aforementioned parties. Those parties may intend, or decide, to distribute the photocopies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of six years after the report release is issued or for any additional period requested by the cognizant agency, oversight agency or pass-through entity. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party (ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Jason L. Waite, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign the report.

Estimated fees for these services will be based on the actual time spent at our standard hourly rates. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. Based on our preliminary estimates, fee is estimated at \$10,700. If a single audit is required, the fee is estimated to be \$13,200 and we will require you to sign an addendum to this engagement letter that covers items specific to a single audit. This estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will adjust the fees accordingly.

If you intend to publish or otherwise reproduce the financial statements and make reference to our Firm name, you agree to provide us with printer's proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed. It is agreed by Genesee County Industrial Development Agency dba Genesee County Economic Development Center and Mostert, Manzanero & Scott, LLP or any successor in interest that no claim by or on behalf of either party arising out of services rendered pursuant to this agreement shall be initiated more than three years after the date of the review report or one year after the date of termination of Mostert, Manzanero & Scott, LLP's services.

Reporting

We will issue a written report upon completion of our audit of Genesee County Industrial Development Agency financial statements. Our report will be addressed to the board of directors of GCEDC. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinion, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditors' report, or if necessary, withdraw from this engagement. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or withdraw from this engagement.

We will also provide a report (which does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements, as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will state that 1) the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing and not to provide an opinion on the effectiveness of the GCEDC's internal control on compliance and 2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering GCEDC's internal control and compliance.

The report will also state that the report is not suitable for any other purpose. If during our audit we become aware that GCEDC is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Genesee County Industrial Development Agency
dba Genesee County Economic Development Center
Page 8

We appreciate the opportunity to be of service to the Genesee County Industrial Development Agency dba Genesee County Economic Development Center and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

Mostert, Manzanero & Scott, LLP

Mostert, Manzanero & Scott, LLP

RESPONSE:

This letter correctly sets forth the understanding of the Genesee County Industrial Development Agency dba Genesee County Economic Development Center.

By: _____
Board Member Title Date

By: _____
Lezlie Farrell Title Date

Distributor	Product	Lease Rate	Black & White	Color	Black & White Copies Est at 10,000	Color Copies Est at 5,000	Estimated Monthly Payment	One Time Leasing Fee	Cost to Return Machine	Lease Term	Printed Pages / min	Scanning method	Staple Capacity	Converts documents into Excel / Word Doc	Service & Supplies Included	Print Resolution	Scanning Resolution	Monthly Paper Volume	Scanning Speed (single / duplex)	Document Feeder Impressions / min	Paper Capacity
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Current Contract:

Toshiba	e-studio 5515AC	\$141.30	0.0059	0.039	\$59.00	\$234.00	\$434.30	\$0.00	\$0.00	63 months	55	As many as we would like, no additional cost	50	Not Available	Yes	1200 x 1200 dpi	1200/1200 dpi	480,000	80 pages per min	300	2280-6780
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Quotes:

Toshiba	e-studio525A C	\$169.39	0.0059	0.039	\$59.00	\$234.00	\$462.39	\$0.00	\$0.00	63 months	55	As many as we would like, no additional cost	50	Y- No Additional Cost	Yes	1200 x 1200 dpi	1200/1200 dpi	212,000	120/240	300	2280-6780
Xerox	AllaLink C8755	\$132.49	0.0049	0.039	\$49.00	\$234.00	\$415.49	\$135.00	We would require that you pay a \$1,000 rebate	63 months	55	2 file per email	50	Additional Fee	Yes	1200 x 1200 dpi	150/150/150/600 dpi	22,000	82-161	130	2180-6140
Brian Parisi Copier Systems	Ricoh IM C6010	\$154.99	0.0049	0.035	\$49.00	\$210.00	\$413.99	\$200.00	We would have to pay (cost: \$500)	63 months	60	2 file and email	50	Additional Fee	Yes	1200 x 1200 dpi	1200/1200 dpi	N/A	100	220	2280-6780
United Business Solutions	Canon Image Runner Adv DX C55E79i	\$527.99			Includes 10K B&W	Includes 6K Color	\$527.99	\$200.00	We would have to pay (cost: \$500)	63 months	70	2 file and email	50	Additional Fee	Yes	1200 x 1200 dpi	1200/1200 dpi	N/A	N/A	N/A	2280-6780

QLS Solutions Group	Did not return a quote																			
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Current lease is up 11/25/24

Mark Masse

GCEDC Audit & Finance Committee

Agricultural Farm Land Lease Agreement for 2025

Discussion: See attached lease agreement and lessors.

Fund commitment: None.

Committee action request: Recommend approval to the full Board of the 2025 agricultural land lease agreement.

2025 Land Lease Rates
Agricultural leases

Genesee County Economic Development Center

Lessee	Location	Term	Rate / acre
Stein Farms	Oatka Hills	One year	\$ 75.00
Englerth Farms	Leroy	One year	\$ 75.00
Norm Geiss	STAMP	One year	\$ 75.00
Lamb Farms	STAMP	One year	\$ 80.00
Lamb Farms	STAMP	One year	\$ 3.98