Meeting Agenda – Audit and Finance Committee
Genesee County Economic Development Center
Tuesday, December 1, 2026 – 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. Chairman's Report & Activities	K. Manne	
	2a. Agenda Additions / Other Business		
2-4	2b. Minutes: October 27, 2026		Vote
	3. Discussions / Official Recommendations to the Board:		
5-46	3a. Insurance Renewal	L. Farrell / J. Teresi	Disc / Vote
47-50	3b. October 2026 Financial Statements	L. Farrell	Disc / Vote
51-58	3c. Workforce Consultant Contract	C. Suozzi	Disc / Vote
59-60	3d. 2027 Cleaning Services	L. Farrell	Disc / Vote
61	3e. New York State Economic Development Council Sponsorship	J. Krencik	Disc / Vote
	4. Adjournment	K. Manne	Vote

Genesee County Economic Development Center
Power People Incentives

GCEDC Audit & Finance Committee Meeting
Tuesday, October 27, 2026
Location: 99 MedTech Drive, Innovation Zone
8:30 a.m.

MINUTES

ATTENDANCE

Committee Members:	K. Manne, J. Tretter, L. Mancuso
Staff:	M. Masse, L. Farrell, K. Galdun, P. Heimlich, J. Krencik, C. Suozzi
Guests:	M. Brooks (GGLDC Board Member), D. Cunnigham (GGLDC Board Member), P. Battaglia (GGDLC Board Member – Video Conference), M. Czora (AECOM), J. Tudini (AECOM), T. Klapper (GGLDC Board Member)
Absent:	P. Zeliff

1. CALL TO ORDER / ENTER PUBLIC SESSION

K. Manne called the meeting to order at 8:30 a.m. in the Innovation Zone.

M. Masse welcomed the new GGLDC Board Member, T. Klapper, who was in attendance at the Committee meeting.

2. Chairman's Report & Activities

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

2b. Minutes: September 29, 2026

L. Mancuso made a motion to approve the September 29, 2026 minutes; the motion was seconded by J. Tretter. Roll call resulted as follows:

J. Tretter- Yes
L. Mancuso- Yes
P. Zeliff - Absent
K. Manne - Yes

The item was approved as presented.

3. DISCUSSIONS / OFFICIAL RECOMMENDATIONS OF THE COMMITTEE:

3a. September 2026 Financial Statements – L. Farrell reviewed with the Committee the significant items of the September 2026 long form financial statements.

- Balance Sheet shows minimal changes for the month of September.
- Due to not receiving the additional funding of $5.8 million from the State until October, no GURFs were submitted in September.
- The Operating Fund expenditure line items are mostly at 75% of budget as expected. There are a few that are front-loaded as expected but are starting to balance out with the budget.
- Normal monthly activity otherwise.

J. Tretter made a motion to recommend to the full Board the approval of the September 2026 Financial Statements as presented; the motion was seconded by L. Mancuso. Roll call resulted as follows:

J. Tretter - Yes
L. Mancuso - Yes
P. Zeliff - Absent
K. Manne - Yes

The item was recommended for approval as presented.

3b. 12/31/26 Audit Services – In 2022, the GCEDC and its affiliated corporations issued a joint Request for Proposals (RFP) for Professional Auditing Services. The RFP requested services for three audit years from January 1, 2022 to December 31, 2024, with an option of contracting for an additional two years (2025-2026). The Board approved a 3-year engagement with Mostert, Manzanero & Scott, LLP. L. Farrell noted that the fee for 2026 audit services per the proposal will be the same as the previous year of $11,000 with the single audit option costing an additional $2,500 if needed. The engagement letter was included in the meeting materials.

L. Farrell stated she did not feel a single audit was necessary but stated that they always include it in the engagement letter in case we needed it.

L. Mancuso made a motion to recommend to the full Board the approval of the 12/31/26 Audit Services as presented; the motion was seconded by J. Tretter. Roll call resulted as follows:

J. Tretter - Yes
L. Mancuso - Yes
P. Zeliff - Absent
K. Manne - Yes

The item was recommended for approval as presented.

3c. GCEDC 1+3 Budget - L. Farrell presented the 1+3 budget to the Committee for review. The 2027 Budget was approved at the last Board meeting. The budget was then extended for another 3 years. The 1+3 Budget must be entered into the NYS Public Authorities Reporting Information System (PARIS) online. It was noted that most line items show a 3% increase year over year.

The line items with an asterisk or that are "greyed out" are those that could be estimated more accurately as more information was available or schedules were utilized.

L. Mancuso made a motion to recommend to the full Board the approval of the GCEDC 1+3 Budget as presented; the motion was seconded by J. Tretter. Roll call resulted as follows:

J. Tretter - Yes
L. Mancuso- Yes
P. Zeliff - Absent
K. Manne – Yes

The item was recommended for approval as presented.

4. ADJOURNMENT

As there was no further business, J. Tretter made a motion to adjourn at 8:37 a.m., seconded by L. Mancuso and passed unanimously.

Genesee County Economic Development Center
99 MedTech Drive, Batavia, New York14020
Phone: 585-343-4866 Fax: 585-343-0848
Email: gcedc@gcedc.com Web: www.gcedc.com

GCEDC

Lezlie Farrell – Finance & Operations

Audit & Finance Committee Report

December 1, 2026

Insurance Renewal

Please see the attached renewal quotes provided by Selective for the Package Renewal and Worker's Compensation.

Tompkins is still waiting for Umbrella Policy quotes. We are hopeful that these will be available prior to the meeting. We will share those as soon as they are available.

Below is an excerpt from an email from Joe:

As previously discussed, we were not successful in obtaining any other alternative proposals for insurance. We feel this is primarily the result of two reasons:

1. *Selective offering a fair premium*
2. *Class of business- involving real estate development*

We also approached the following insurance companies:
Acadia
Chubb
Cincinnati
Philadelphia
Travelers
Utica Mutual

Fund Commitment:

- $87,400 was budgeted for General Liability / Property Insurance across all entities. Selective's quote is $80,551.15.
- $3,500 was budgeted for Worker's Compensation and the renewal cost is $2,403.
- Umbrella coverage was budgeted at $51,600 ($25,800 per entity). This is split 50/50 between the GCEDC and GGLDC. Total quoted is $TBD ($TBD per entity).

Renewal Comparison

Genesee County Industrial Development Agency, Inc.

January 1, 2027 - January 1, 2028

Gallagher

PREMIUM ANALYSIS

	Expiring: 2026-2027		Renewal: 2027-2028		
Commercial Property	$18,142.23		$15,599.15		
Inland Marine	$100.00		$100.00		
General Liability	$61,603.00		$64,282.00		
Automobile	$510.00		$510.00		
Crime	$60.00		$60.00		
Pkg Total	$80,415.23		$80,551.15		
Worker's Compension	$3,116.00		$2,403.00		
$5M Umbrella					
$5M Excess Umbrella					
FINAL PREMIUM					

This summary is for informational purposes only. This is not a policy. Please refer to your policy for coverage terms and conditions.

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Quotation of Commercial Insurance

Prepared for:

GENESEE COUNTY INDUSTRIAL DEVELOPMENT AGENCY DBA GENESEE COUNTY ECONOMIC DEVELOPMENT CENTER GENESEE GATEWAY LOCAL DEVELOPMENT CORPORATION GENESEE VALLEY AGRI-BUSINESS L LCSTAMP WATER WORKS INC STAMP SEWER WORKS INC
99 MED TECH DR
BATAVIA, NY 140209712

TOMPKINS Insurance Agencies

Presented By:

TOMPKINS INSURANCE AGENCIES, INC.
90 MAIN STREET
BATAVIA, NEW YORK 14020

Proposal Print Date:11/17/2026

39

7

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Quotation of Commercial Insurance
Governmental
Renewal

Prepared for:
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99 MED TECH DR
BATAVIA, NY 140209712

TOMPKINS Insurance Agencies

Presented By:
TOMPKINS INSURANCE AGENCIES, INC.
90 MAIN STREET
BATAVIA, NEW YORK 14020

Proposal Print Date: 11/17/2026
Underwritten By:
Selective Way Insurance Company

The following quotation of insurance has been developed for the above captioned risk.
IT IS AGREED AND UNDERSTOOD NO COVERAGE HAS BEEN BOUND.

This quotation will expire after (30) days Or the effective date of requested coverages unless otherwise notified.

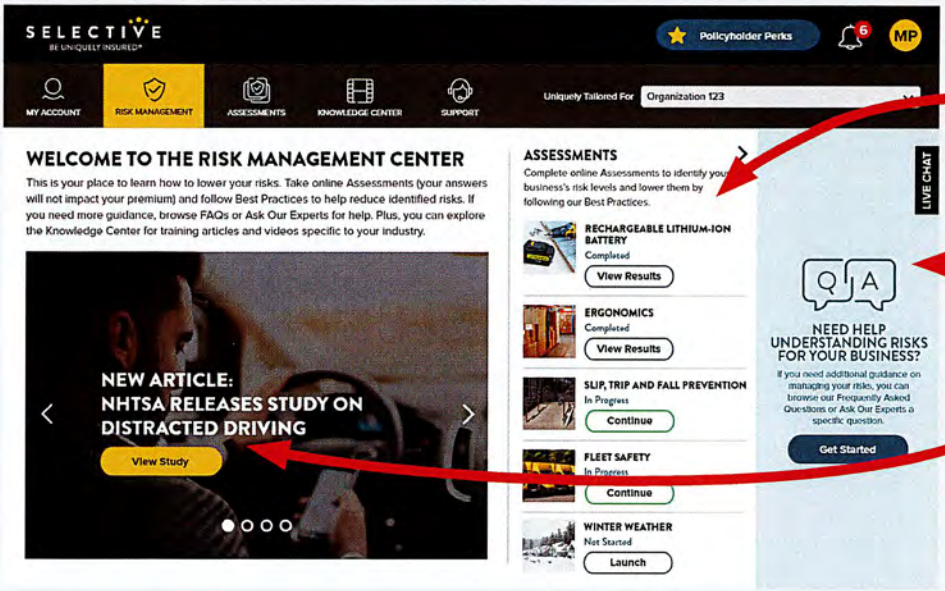
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Knowledge Center—explore training articles and videos specific to your industry to share with your team.

Plus, Policyholder Perks gives you access to a suite of complimentary tools and services to help you protect your business.

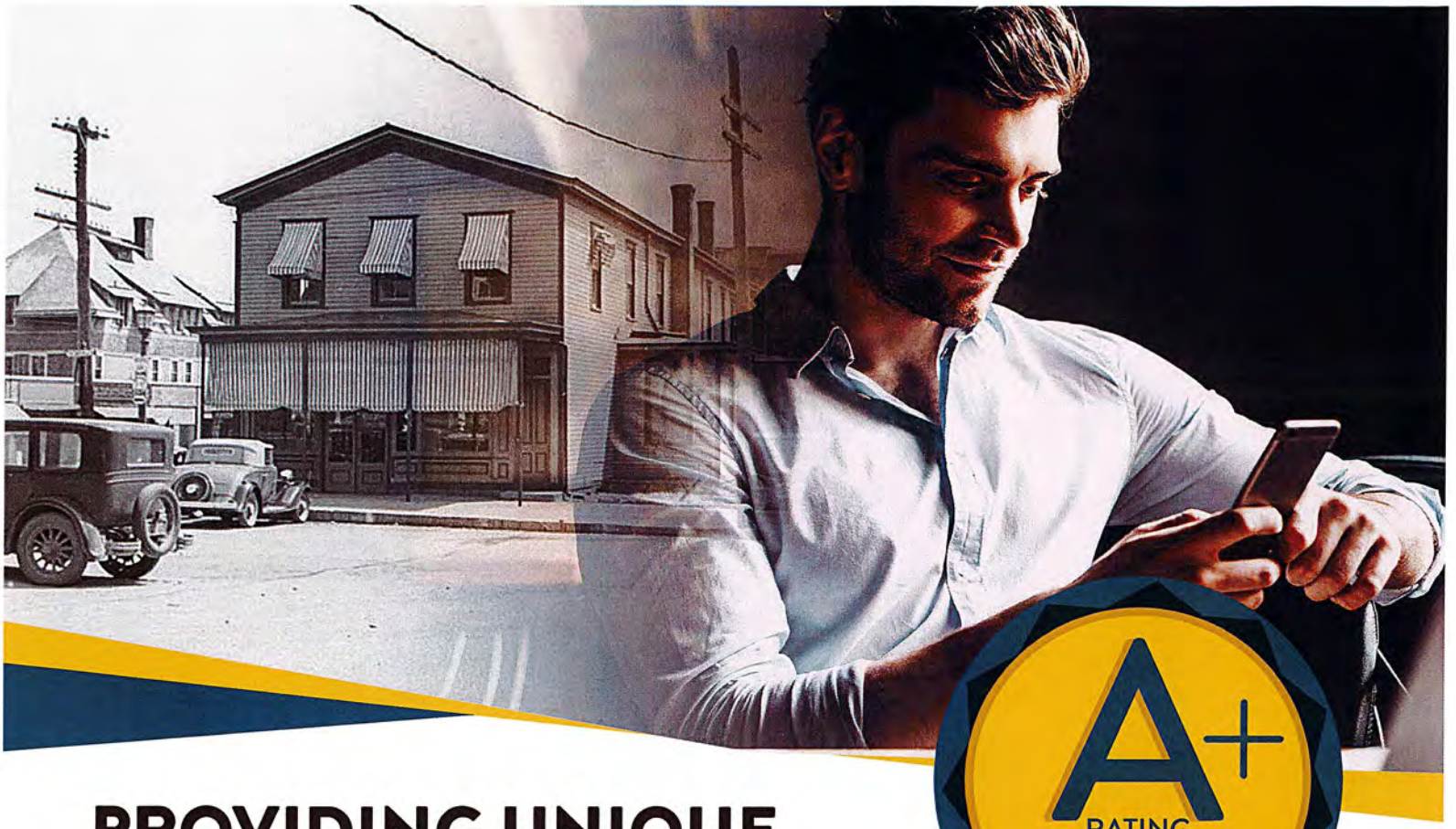
To give employees access to these features, you can go to your MySelective account settings and assign them the Risk Management role.

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A+
RATING
"Superior"
AM Best

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Today, **Selective Insurance Group, Inc.** is a holding company for 10 property and casualty insurance companies that partner with independent agents to offer standard and specialty insurance for commercial and personal risks. Selective invites its customers to Be Uniquely Insured® in partnership with independent agents, who together deliver a superior customer experience.

Headquartered in Branchville, New Jersey since 1926, Selective employs a diverse workforce of engaged professionals. As one of the largest U.S. property & casualty groups, Selective is a super-regional Commercial and Personal Lines insurance carrier, writes Excess & Surplus Lines in 50 states, and is one of the largest "Write Your Own" insurance carriers in the National Flood Insurance Program.

Selective's unique position as both a leading insurance group and an employer of choice is recognized in a wide variety of awards and honors, including a listing in the Fortune 1000 and being named one of the Best Workplaces in Financial Services & Insurance™ by Great Place to Work® and Forbes.

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NATIONAL EQUIPMENT REGISTRY
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SECURITY MENTOR
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Consumer Product Safety Services

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EXCEPTIONAL SERVICE

Unique Policy Add-Ons

Ask your agent about enhancements for your policy. Add our flood insurance and umbrella insurance for even more protection.

"A+" Superior Rating

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Be In The Know

Stay current with proactive auto and product recalls, customized weather alerts, billing reminders, claims notifications, and more.

VALUE BEYOND COVERAGE

Safety Management

Our Safety Management team can help you address your industry-specific risks with expertly-crafted resources like safety programs, training, and more.

NT24

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Quotation of Commercial Insurance

GENESEE COUNTY INDUSTRIAL DEVELOPMENT AGENCY DBA GENESEE COUNTY ECONOMIC DEVELOPMENT CENTER GENESEE GATEWAY LOCAL DEVELOPMENT CORPORATION GENESEE VALLEY AGRI-BUSINESS L LCSTAMP WATER WORKS INC STAMP SEWER WORKS INC

Quote # 04180900

Policy Period: 01/01/27 to 01/01/28

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This non-binding proposal is only a summary of premium. It is not a guarantee that the actual premium will not exceed the amount of the proposal. No coverage is provided by this summary nor does it replace any provisions of the final policy. For specific terms and restrictions, refer to the individual policy and coverage forms.

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Quote # 04180900

Policy Period: 01/01/27 to 01/01/28

Premium Summary

Coverage	Premium
Property	$15,599.15
Crime Fidelity	$60.00
Inland Marine	$100.00
General Liability	$64,282.00
Automobile	$510.00
Total Premium	**$80,551.15**

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Quote # 04180900

Policy Period: 01/01/27 to 01/01/28

Policy Location Schedule

Loc#	Bldg#	Street	City	State	Zip
001	001	7856 GRISWOLD CIR	LE ROY	NY	14482
002	001	PEMBROKE PARK	CORFU	NY	14036
003	001	W/S ALLEGANY ROAD	CORFU	NY	14036
004	001	99 MED TECH DR	BATAVIA	NY	14020

Class Code	0702	Property Interest	Not Available
Year Built	2010	Stories	2
Total Area	40642	Protection Class	04
Sprinklered	Y	Alarm	Not Available
Construction Type	NON-COMBUSTIBLE		

005	001	EAST MAIN ST RD & ELLICOTT ST RD	BATAVIA	NY	14020
006	001	6608 CROSBY RD	BASOM	NY	14013
007	001	6680 CROSBY RD	BASOM	NY	14013
008	001	6590 CROSBY RD	BASOM	NY	14013
009	001	6561 CROSBY RD	BASOM	NY	14013
010	001	6620 CROSBY RD	BASOM	NY	14013
011	001	6576 CROSBY RD	BASOM	NY	14013
012	001	LAKE ROAD	LEROY	NY	14482
014	001	CROSBY ROAD WEST SIDE	BASOM	NY	14013
015	001	CROSBY ROAD EAST SIDE	BASOM	NY	14013
016	001	gateway Ii	BATAVIA	NY	14020
017	001	805 LEWISTON RD	BASOM	NY	14013
018	001	6748 CROSBY RD	BASOM	NY	14013

Class Code	1070	Property Interest	Not Available
Year Built	2025	Stories	1
Total Area	500	Protection Class	5Y
Sprinklered	N	Alarm	Not Available
Construction Type	NON-COMBUSTIBLE		

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Quote # 04180900

Policy Period: 01/01/27 to 01/01/28

Property

Policy Level

Deductible: 2,500
Coinsurance: Bldg: 100 BPP: 100
Loss Free Years: 3

Optional Coverages/Extensions	Limit	Premium
SelectPac Property Extension Endorsement		$680.00
Systems Power Pac Clas Rated Deductibles		
Combined All Coverages Ded: Follows Property Deductible		

Location Level

Location 004/001 - 99 MED TECH DR, BATAVIA, NY

Coverage	Limit	Premium
Building	9,900,400	$5,841.00
Replacement Cost		
Agreed Value		
Business Pers Prop - Business Personal Property	125,441	$250.00
Replacement Cost		
Business Income with Extra Expense	640,000	$647.00
Coinsurance 80 %		
Business Income including Rental Value		
waiting period- 72 hours		
Systems Power Pac		$1,848.00
Location 004/001 - Total Premium		$8586

Location 018/001 - 6748 CROSBY RD, BASOM, NY

Coverage	Limit	Premium
Systems Power Pac		$612.00
Tanks, Bins and Silos	2,575,000	$5,356.00
Location 018/001 - Total Premium		$5968

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Quote # 04180900

Policy Period: 01/01/27 to 01/01/28

Other

NY Fire Tax	$45.15
Terrorism Premium (Certified Acts)	$320.00
Total Property Premium	**$15,599.15**

Crime Fidelity

Policy Level

Coverage Type: Governmental Crime Coverage

Coverages	Deductible	Limit	Premium
Employee Theft - Per Loss	$500.00	25,000	Included
Forgery & Alteration	$500.00	25,000	Included
Computer Fraud	$500.00	5,000	Included
Crime SelectPac Endorsement			$60.00

Location Level

Location 004/001 - 99 MED TECH DR, BATAVIA, NY

Coverages	Deductible	Limit	Premium
IP - Theft of Money and Securities	$500.00	25,000	Included
IP - Robbery or Safe Burg of Other Prop	$500.00	25,000	Included
Outside the Premises	$500.00	25,000	Included

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Quote # 04180900

Policy Period: 01/01/27 to 01/01/28

Location 018/001 - 6748 CROSBY RD, BASOM, NY

Coverages	Deductible	Limit	Premium
IP - Theft of Money and Securities	$500.00	25,000	Included
IP - Robbery or Safe Burg of Other Prop	$500.00	25,000	Included
Outside the Premises	$500.00	25,000	Included
Total Crime Fidelity Premium			**$60.00**

Inland Marine

Policy Level Coverages

	Limit	Premium
Virus or Harmful Code	50,000	$.00

Location Level

Location 004/001 - 99 MED TECH DR, BATAVIA, NY

	Limit	Premium
Electronic Information Systems - Scheduled Equipment - Formula	25,000	$86.00

Other

Total Inland Marine Premium	**$100.00**

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SELECTIVE
BE UNIQUELY INSURED℠

Quotation of Commercial Insurance

GENESEE COUNTY INDUSTRIAL DEVELOPMENT AGENCY DBA GENESEE COUNTY ECONOMIC DEVELOPMENT CENTER GENESEE GATEWAY LOCAL DEVELOPMENT CORPORATION GENESEE VALLEY AGRI-BUSINESS L LCSTAMP WATER WORKS INC STAMP SEWER WORKS INC

Quote # 04180900

Policy Period: 01/01/27 to 01/01/28

General Liability

Policy Level

	Limit	Premium
General Aggregate	2,000,000	
Products/Completed Ops	2,000,000	
Each Occurrence	1,000,000	
Personal & Advertising Injury	1,000,000	
Fire Damage	500,000	
Medical Expense	5,000	

Additional Coverages	Quantity/Limit	Premium
Designated Person/Org CG 2026	2	$70.00
ElitePac General Liability Extension Coverage		$1,500.00

Location Level

Location 001/001 - 7856 GRISWOLD CIR, LE ROY, NY
Class 47051 - REAL ESTATE DEVELOPMENT PROPERTY

Coverage	Exposure	Premium
Premises Operation (Final Rate 28.580)	28	$800.00

Location Level

Location 002/001 - PEMBROKE PARK, CORFU, NY
Class 47051 - REAL ESTATE DEVELOPMENT PROPERTY

Coverage	Exposure	Premium
Premises Operation (Final Rate 28.580)	36	$1,029.00

Location Level

Location 003/001 - W/S ALLEGANY ROAD, CORFU, NY
Class 47051 - REAL ESTATE DEVELOPMENT PROPERTY

Coverage	Exposure	Premium
Premises Operation (Final Rate 28.580)	3	$86.00

Location Level

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Quotation of Commercial Insurance

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Quote # 04180900

Policy Period: 01/01/27 to 01/01/28

Location 004/001 - 99 MED TECH DR, BATAVIA, NY
Class 61212 - BUILDINGS PREM MERC MANF OTHER THA

Coverage	Exposure	Premium
Premises Operation (Final Rate 425.330)	38,900	$16,545.00

Location Level

Location 004/001 - 99 MED TECH DR, BATAVIA, NY
Class 61227 - BUILDINGS PREMISES NOT FOR PROFIT

Coverage	Exposure	Premium
Premises Operation (Final Rate 1422.280)	3,100	$4,409.00

Location Level

Location 004/001 - 99 MED TECH DR, BATAVIA, NY
Class 91585 - CONTRACTORS SUB OF BUILDINGS

Coverage	Exposure	Premium
Premises Operation (Final Rate 6.142)	IF ANY	--
Products/Completed Operations (Final Rate 2.965)	IF ANY	--

Location Level

Location 005/001 - EAST MAIN ST RD & ELLICOTT ST RD, BATAVIA, NY
Class 47051 - REAL ESTATE DEVELOPMENT PROPERTY

Coverage	Exposure	Premium
Premises Operation (Final Rate 28.580)	58	$1,658.00

Location Level

Location 006/001 - 6608 CROSBY RD, BASOM, NY
Class 47051 - REAL ESTATE DEVELOPMENT PROPERTY

Coverage	Exposure	Premium
Premises Operation (Final Rate 31.439)	1	$31.00

Location Level

Location 007/001 - 6680 CROSBY RD, BASOM, NY
Class 47051 - REAL ESTATE DEVELOPMENT PROPERTY

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Quotation of Commercial Insurance

GENESEE COUNTY INDUSTRIAL DEVELOPMENT AGENCY DBA GENESEE COUNTY ECONOMIC DEVELOPMENT CENTER GENESEE GATEWAY LOCAL DEVELOPMENT CORPORATION GENESEE VALLEY AGRI-BUSINESS L LCSTAMP WATER WORKS INC STAMP SEWER WORKS INC

Quote # 04180900

Policy Period: 01/01/27 to 01/01/28

Coverage	Exposure	Premium
Premises Operation (Final Rate 31.439)	1	$31.00

Location Level

Location 008/001 - 6590 CROSBY RD, BASOM, NY
Class 47051 - REAL ESTATE DEVELOPMENT PROPERTY

Coverage	Exposure	Premium
Premises Operation (Final Rate 31.439)	1	$31.00

Location Level

Location 009/001 - 6561 CROSBY RD, BASOM, NY
Class 47051 - REAL ESTATE DEVELOPMENT PROPERTY

Coverage	Exposure	Premium
Premises Operation (Final Rate 31.439)	1	$31.00

Location Level

Location 010/001 - 6620 CROSBY RD, BASOM, NY
Class 47051 - REAL ESTATE DEVELOPMENT PROPERTY

Coverage	Exposure	Premium
Premises Operation (Final Rate 31.439)	1	$31.00

Location Level

Location 011/001 - 6576 CROSBY RD, BASOM, NY
Class 47051 - REAL ESTATE DEVELOPMENT PROPERTY

Coverage	Exposure	Premium
Premises Operation (Final Rate 31.439)	1	$31.00

Location Level

Location 012/001 - LAKE ROAD, LEROY, NY
Class 49452 - VACANT LAND NOT FOR PROFIT ONLY

Coverage	Exposure	Premium
Premises Operation (Final Rate 4.108)	77	$316.00

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Quotation of Commercial Insurance

GENESEE COUNTY INDUSTRIAL DEVELOPMENT AGENCY DBA GENESEE COUNTY ECONOMIC DEVELOPMENT CENTER GENESEE GATEWAY LOCAL DEVELOPMENT CORPORATION GENESEE VALLEY AGRI-BUSINESS L LCSTAMP WATER WORKS INC STAMP SEWER WORKS INC

Quote # 04180900

Policy Period: 01/01/27 to 01/01/28

Location Level

Location 014/001 - CROSBY ROAD WEST SIDE, BASOM, NY
Class 47051 - REAL ESTATE DEVELOPMENT PROPERTY

Coverage	Exposure	Premium
Premises Operation (Final Rate 40.298)	665	$26,798.00

Location Level

Location 015/001 - CROSBY ROAD EAST SIDE, BASOM, NY
Class 47051 - REAL ESTATE DEVELOPMENT PROPERTY

Coverage	Exposure	Premium
Premises Operation (Final Rate 40.013)	267	$10,683.00

Location Level

Location 016/001 - gateway Ii, BATAVIA, NY
Class 47051 - REAL ESTATE DEVELOPMENT PROPERTY

Coverage	Exposure	Premium
Premises Operation (Final Rate 28.580)	6	$171.00

Location Level

Location 017/001 - 805 LEWISTON RD, BASOM, NY
Class 47051 - REAL ESTATE DEVELOPMENT PROPERTY

Coverage	Exposure	Premium
Premises Operation (Final Rate 31.439)	1	$31.00

Total General Liability Premium	**$64,282.00**

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Quotation of Commercial Insurance

GENESEE COUNTY INDUSTRIAL DEVELOPMENT AGENCY DBA GENESEE COUNTY ECONOMIC DEVELOPMENT CENTER GENESEE GATEWAY LOCAL DEVELOPMENT CORPORATION GENESEE VALLEY AGRI-BUSINESS L LCSTAMP WATER WORKS INC STAMP SEWER WORKS INC

Quote # 04180900

Policy Period: 01/01/27 to 01/01/28

Automobile

Policy Level

Coverage	Symbol	Limit	Premium
Liability Limit Type CSL			
- Liability	8,9	1,000,000	
Non-Owned Employee Count		8	$452.00
ElitePac Commercial Auto Extension Endorsement			$25.00

State Level Coverages (NY)

Coverage	Symbol	Limit	Premium
Excess Hired		IF ANY	$33.00

Total Automobile Premium **$510.00**

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Selective Customer Self Service and Billing Options

SELECTIVE INSURANCE®

Selective understands you have unique insurance needs. Working with your agent, based on eligibility you can select from our various premium installment plans to meet your needs. Your options may include:

- 1-Pay: Due in full at policy inception
- Quarterly: Four equal installments due quarterly with the first installment due at policy inception
- 10-Even Pay: Ten equal installments due monthly with the first installment due at policy inception
- 12-Even Pay*: Twelve equal installments due monthly with the first installment due at policy inception
  *(*Only offered for enrolled customers on Auto Recurring with ACH/bank account payment method. Customers who chose to alter their payment method to other than Auto Recurring with ACH/Bank account will be moved to the 10-Even Pay plan upon renewal)*

Note: Policies on the same billing account may have different payment plans. Installment fees may apply.

Manage Your Account Your Way with MySelective

Register for MySelective to manage your insurance account with unique features like instant certificates of insurance, online claims reporting, paperless policy and billing, and more.

There are two ways to get started:

1. Online
   - Visit Selective.com
   - Click Login and then select Customers > Business & Individual Customers
   - Click Create an Account
     - Activate your account using your email, mobile phone, or policy number
2. Mobile App
   - Visit the Apple App Store® or the Google Play™ store and search for 'MySelective'
   - Download and open the app
   - Select Create an Account

Activate your account using your email, mobile phone, or policy number.

PaySync® Flexible Payment Program

Get the cash flow flexibility you need with PaySync for your eligible Selective Workers Compensation (WC) and Commercial Package Policy (CPP) – no down payments or special underwriting guidelines apply.

- PaySync for WC – pay your premium installments based on your payroll
- PaySync CPP – choose to have your premiums broken into 12, 24, 26, or 52 payments

You'll need to submit your payroll information to Selective each pay cycle to maintain PaySync WC eligibility. You can also have a third party, such as an accountant or payroll processor, submit your payroll on your behalf.

Visit selective.com/paysync or contact your agent to discover more PaySync benefits.

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BE UNIQUELY INSURED℠

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Quote # 04180900

Policy Period: 01/01/27 to 01/01/28

Terrorism (Certified Acts) Information

Refer to attached IN 0587 1220 Policyholder Disclosure Notice – Offer of Terrorism Insurance Coverage when Terrorism Insurance Coverage Was Previously Rejected

TERRORISM COVERAGE AS DESCRIBED ABOVE, HAS BEEN REJECTED. AS A RESULT, THIS POLICY WILL EXCLUDE CERTAIN TERRORISM LOSSES. THE PREMIUM FOR THE TERRORISM (FIRE ONLY) COVERAGE IS $320.00.

TO INCLUDE TERRORISM, YOUR PREMIUM WOULD BE AS FOLLOWS:

TERRORISM - CERTIFIED ACTS: $2,785.00
TERRORISM – AUTO $0.00

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POLICYHOLDER DISCLOSURE NOTICE
OFFER OF TERRORISM INSURANCE COVERAGE
WHEN TERRORISM INSURANCE COVERAGE WAS PREVIOUSLY REJECTED

This policy provides no coverage for losses resulting from "acts of terrorism", as defined in Section 102(1) of the Terrorism Risk Insurance Act, except for fire losses resulting from an "act of terrorism" which we are prohibited by state law from excluding. This is because you have instructed us that you did not want to purchase coverage for such losses and further instructed us not to provide coverage for such losses on any renewal terms. We are providing this offer to you, however, because the Act requires us to annually offer you the opportunity to purchase insurance coverage for losses resulting from "acts of terrorism" certified under the Act.

Offer of Coverage:

You are hereby notified that under the Terrorism Risk Insurance Act, as amended, you have a right to purchase insurance coverage for losses resulting from "acts of terrorism", as defined in Section 102(1) of the Act. The term "act of terrorism" means any act that is certified by the Secretary of the Treasury - in consultation with the Secretary of Homeland Security, and the Attorney General of the United States - to be an "act of terrorism"; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

YOU HAVE PREVIOUSLY REJECTED THIS COVERAGE AND INSTRUCTED US NOT TO PROVIDE IT ON ANY POLICY RENEWALS. THEREFORE, IN ACCORDANCE WITH THE ACT, WE HAVE ATTACHED EXCLUSION(S) ELIMINATING COVERAGE FOR CERTIFIED "ACT OF TERRORISM" LOSSES, EXCEPT FOR FIRE LOSSES RESULTING FROM AN "ACT OF TERRORISM".

IF YOU HAVE RECONSIDERED YOUR REJECTION AND WOULD NOW LIKE TO PURCHASE COVERAGE FOR LOSSES RESULTING FROM "ACTS OF TERRORISM" AS DEFINED IN SECTION 102(1) OF THE TERRORISM RISK INSURANCE ACT, PLEASE CONTACT YOUR AGENT FOR ASSISTANCE.

Disclosure of Premium:

The portion of your annual premium for Terrorism (fire only) coverage and is due regardless of whether you choose to purchase coverage for certified "acts of terrorism".

We can delete the exclusion(s) for a total annual Terrorism premium charge of , which includes the premium for Terrorism (fire only) coverage.

This additional premium charge does not include any charges for the portion of loss that may be covered by the federal government under the Act. Please be aware that even if you purchase coverage for losses resulting from certified "acts of terrorism", your policy will still contain other policy terms, conditions, limitations and exclusions that may impact whether coverage is available in the event of a loss resulting from a certified "act of terrorism".

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Federal Participation in Payment of Terrorism Losses:

You should know that where coverage is provided by this policy for losses resulting from certified "acts of terrorism", such losses may be partially reimbursed by the United States Government under a formula established by federal law. However, under the formula, the United States Government generally reimburses 80% of covered terrorism losses exceeding the statutorily established deductible paid by the insurance company providing the coverage.

Cap on Insurer Participation in Payment of Terrorism Losses:

You should also know that the Terrorism Risk Insurance Act, as amended, contains a $100 billion cap that limits United States Government reimbursement as well as insurers' liability for losses resulting from certified "acts of terrorism" when the amount of such losses in any one calendar year exceeds $100 billion. If the aggregate insured losses for all insurers exceed $100 billion, your coverage may be reduced.

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PRAESIDIUM

WHAT YOU DON'T KNOW CAN HURT THOSE IN YOUR CARE AND YOUR ORGANIZATION.

Adopting a solid screening and selection process is your first line of defense in creating a safe environment. A thorough, consistent screening process may also discourage would-be offenders from targeting your organization. Failure to discover a known offender can affect those in your care and the organization's reputation, financial stability, and trust within the community. Who you should screen can depend on many factors, such as if the person is a new full-time hire, a season hire, or even a current employee. In determining the types of checks to utilize, organizations should follow all state, federal, and licensing regulations and consider an individual's level of access. Level of access may be influenced by:

WHO IS PRAESIDIUM?

Praesidium is the national leader in abuse risk management. With more than two decades of experience, and serving thousands of clients, our dedicated team of researchers, psychologists, attorneys, social workers, and human resource professionals have analyzed thousands of cases of abuse in organizations and synthesized the latest scientific research. We know how abuse happens in organizations . . . and how to prevent it.

- **Frequency:** How frequently does the individual work around or interact with consumers? Is it a one-time event or every day?
- **Duration:** What is the duration of the individual's interactions? Is it a one-time, one-hour event or an entire summer?
- **Level of Supervision:** Are the individual's interactions always supervised by another adult or are they one-on-one with consumers?
- **Nature of the Relationship:** What is the nature of the relationship between the individual and the consumers in the program? Does the individual merely supervise an area during an event that has consumers, or are they getting to know individual consumers and families while counseling, tutoring, or providing personal care services?

Selective Insurance has partnered with Praesidium to offer you discounted background screening services for your organization.

FOUR ELEMENTS FOR A THOROUGH BUT COST-EFFECTIVE BACKGROUND CHECK:

Check Facts: Aliases, DOBs, and address history all drive research and help to paint a complete picture.
Search Wide: Multi State criminal and national sex offender databases will identify the unexpected.
Search Deep: Targeted county level searches will give real-time information where records are most likely to be found.
Ask Questions: References can provide insights on behavior and clues to non-criminal boundary issues.

WHO SHOULD YOU SCREEN, AND HOW OFTEN?

New Hires/Volunteers: A thorough, consistently applied background screening process at the time of hire is your first and best opportunity to identify the problem.
Seasonal Hires/Volunteers: Seasonal staff present a unique risk because you don't see them for months at a time, but it's often not practical to complete a full new hire process each season. An annual check-in plan is key.
Re-Screening: Conducting targeted checks on your full-time employees at least every 3 years helps you identify issues before they impact your organization.

For more information go to: **selective.com/praesidium** - (800.743.6354) - **selective@praesidiuminc.com**
In order to receive this exclusive benefit please identify yourself as a Selective Insurance agent or insured.

BACKGROUND SCREENING FOR SELECTIVE INSUREDS

Praesidium offers a selection of background screening packages plus a la carte services to empower your organization to conduct right-sized research. Praesidium's team can help contextualize the screening process as part of an overall culture of safety and discuss how screening works in hand with other abuse prevention efforts. Praesidium's team can also help you understand who to screen, how often, and the importance of re-screening.

In addition to Background Screenings - you can now access Praesidium Academy to add further training on abuse prevention. Praesidium Academy online training includes supporting tools that enhance both the short and long-term effectiveness of the training experience and produce sustainable changes in employee and volunteer behavior. Access to this system is **free** to Selective insureds.

	LOW ACCESS VOLUNTEERS	HIGH ACCESS VOLUNTEERS	EMPLOYEES	FINANCIAL ACCESS	ALA CARTE
	STARTING AT $16	STARTING AT $16	STARTING AT $16	STARTING AT $37	INDIVIDUAL COST PER SERVICE
Employment Credit ($60 one-time set up fee required)				X	$10.00
Confidence Multi State Criminal and Sex Offender Database w/Alias**	X	X	X	X	$ 9.00
7 Yr County Criminal Records Search: Current County of Residence*	X	X	X	X	$ 7.00
Add'l Counties Added As Needed Based on 7 yr Address History*		X	X	X	$ 5.50
County Civil Records Search (upper):1 County*				X	$11.00
Motor Vehicle Records Search*					$ 5.00
Employment Verification: 1 Position*					$ 8.00
Education Verification: 1 Degree*					$ 7.00
Personal Reference: 1 Reference					$11.00
Professional Reference: 1 Reference					$12.00
International Criminal Search 1 Jurisdiction*					$50.00
Social Media Search: Basic (3 Years)					$ 7.50
Social Media Search: Pro (7 Years)					$12.50

* 3rd Party keeper fees may apply and will be passed on at cost when incurred.
** Criminal records found in the Multi State database check are subject to verification at the source and additional costs may apply.

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SELECTIVE INSURANCE®

PRAESIDIUM

PREVENTING ABUSE TOGETHER

PRAESIDIUM'S MISSION:

TO HELP YOU PROTECT THOSE IN YOUR CARE FROM ABUSE AND TO HELP PRESERVE TRUST IN YOUR ORGANIZATION.

An incident of abuse can be detrimental to an organization. That's why Selective Insurance has partnered with Praesidium to provide policy holders access to targeted solutions to help your organization strengthen its abuse prevention efforts.

Selective insureds can access (at no additional cost):

Praesidium Model Policies, Screening and Selection Toolkit, and Praesidium Academy online training. Insureds can also take advantage of discounted Background Screening services.

WHO IS PRAESIDIUM?

Praesidium is a mission driven risk management firm that helps organizations reduce the risk of sexual abuse as well as the risk of false allegations. With over 25 years of experience and serving thousands of clients in the United States and 11 other countries, our dedicated team of researchers, psychologists, attorneys, social workers, and human resource professionals have analyzed thousands of cases of abuse in organizations and synthesized the latest scientific research.

We know how abuse happens in organizations and more importantly, how to prevent it.

PRAESIDIUM'S SCIENTIFIC METHODOLOGY

Using current research and root cause analysis, Praesidium developed its own abuse risk management model, The Praesidium Safety Equation® Root-cause analysis of several thousand incidents of abuse across industries demonstrated that risks fell into eight organizational operations: Policies, Screening and Selection, Training, Monitoring and Supervision, Internal Feedback Systems, Consumer Participation, Responding, and Administrative Practices. By implementing best practices in each of these operations, Praesidium determined that risks could be reduced or eliminated.

Policies +	Screening & Selection	+ Training
Monitoring & Supervision +	Internal Feedback Systems	Consumer + Participation
Responding +	Administrative Practices	= **A SAFE ENVIRONMENT**

For more information go to: selective.com/praesidium — 800.743.6354 — selective@praesidiuminc.com
In order to receive this exclusive benefit please identify yourself as a Selective Insurance agent or insured.

PRAESIDIUM

FEATURED SERVICES

Products and services offered to Selective Insureds:

- **MODEL POLICIES**

  Clear policies set the stage for safe environments by defining acceptable and unacceptable employee and volunteer conduct. Policies also facilitate effective monitoring and supervision by helping others to recognize and take action when they see policy violations. Praesidium can provide model policies, review and revise existing policies, or help your organization draft policies that address the protection of your consumers.

- **SCREEENING AND SELECTION TOOLKIT**

  The most comprehensive package of its kind, Praesidium's Screening and Selection Tool Kit comes complete with everything your organization needs to effectively screen employees and caregivers, including more than 80 "red flag" indicators for identifying high-risk applicants and hundreds of examples of high- and low-risk applicant responses.

- **PRAESIDIUM ACADEMY LEARN TO PROTECT SYSTEM**

  Praesidium Academy overcomes the limitations of traditional online training by including, an Action Plan to help learners apply what they're learning, a Discussion Guide to be used in a group setting, and a Coaching Playbook for supervisors, with each course. Your staff and volunteers get just the right training — at just the right time! And our on-site instructor-led and train-the-trainer training is perfect for large groups or specialized content.

- **DISCOUNTED BACKGROUND SCREENING**

  Adopting a solid screening and selection process is your first line of defense in creating a safe environment. A thorough, consistent screening process may also discourage would-be offenders from targeting your organization. Failure to discover a known offender can affect those in your care and your organization's reputation, financial stability and trust within the community. Praesidium offers several standard and customizable criminal background screening packages plus other a la carte background screening services.

Sign up for our

complimentary tip of the month emails by going to:

http://bit.ly/2MQeLqq

For more information go to: selective.com/praesidium — 800.743.6354 — selective@praesidiuminc.com
In order to receive this exclusive benefit please identify yourself as a Selective Insurance agent or insured.

SELECTIVE INSURANCE®

PRAESIDIUM

PROTECTING VULNERABLE POPULATIONS WITH TRAINING

PRAESIDIUM'S ACADEMY LEARN TO PROTECT SYSTEM

The Praesidium Academy Learn to Protect System is far more than a check-the-box collection of e-learning courses. Instead, it is a comprehensive system based on learning theory and best practices in adult learning. It helps build and sustain a culture of safety in your organization, and it helps meet the training requirements included in Praesidium's Safety Equation®, a scientifically-based framework for preventing abuse in organizations.

At the core of the Praesidium Academy Learn to Protect System is a continually expanding library of engaging courses, each with clearly defined outcomes. In fact, volunteers, employees, and executives from a diverse range of organizations have completed more than one million Praesidium Academy courses! Courses include research-based content, highly interactive multimedia activities, application scenarios, and a content mastery quiz.

COMPLIMENTARY PRAESIDIUM ACADEMY ACCESS FOR SELECTIVE INSUREDS

Selective Insurance has partnered with Praesidium to provide policyholders access to targeted solutions to help your organization strengthen its abuse prevention efforts.

Selective insureds can access (at no additional cost) Praesidium's Model Policies, the Praesidium Screening and Selection Toolkit, and online training. Insureds can also take advantage of discounted Background Screening.

Visit selective.com/praesidium to access your complimentary Praesidium resources.

The Praesidium Academy Learn to Protect System includes supporting tools that enhance both the short and long term effectiveness of the training experience and produce sustainable changes in employee and volunteer behavior.

Praesidium Academy can also be streamlined with our background screening services to provide a one-stop solution for both training and your screening prevention efforts. These screening services are available at a discount to Selective Insureds.

Action Plans are printed and used with the online course. Action Plans summarize the key learning points and prompt learners to take notes throughout the course. They provide a great reference after the course.	**Coaching Playbooks provide supervisors a high-level summary of the course, including learning objectives and key learning points. The Coaching Playbooks give supervisors practical steps they can take to reinforce the learning.**	**Discussion Guides are developed for small group and classroom discussions. A facilitator is able to reinforce important content and remind learners of what they learned in the online course.**

For more information go to: **selective.com/praesidium** — 800.743.6354 — selective@praesidiuminc.com In order to receive this **EXLUSIVE** benefit please identify yourself as a Selective Insurance agent or insured.

IMPORTANT NOTICE TO POLICYHOLDERS
STATEMENT OF VALUES

NO COVERAGE IS PROVIDED BY THIS POLICYHOLDER NOTICE NOR CAN IT BE CONSTRUED TO REPLACE ANY PROVISION OF YOUR POLICY. YOU SHOULD READ YOUR POLICY AND REVIEW YOUR DECLARATIONS FOR COMPLETE INFORMATION ON THE COVERAGES YOU ARE PROVIDED. IF THERE IS ANY CONFLICT BETWEEN THE POLICY AND THIS NOTICE, THE PROVISION OF THE POLICY SHALL PREVAIL.

REGARDING YOUR COVERAGES, LIMITS, AND VALUATIONS

A Statement of Values is your official acknowledgment and agreement that all coverages, limits, and valuations provided by your policy are adequate and accurate. Selective Insurance previously required you to submit an updated Statement of Values for each renewal term. Selective Insurance is no longer requiring an annual Statement of Values.

You are responsible for selecting the appropriate amount of coverage to ensure limits are accurate and adequate. Please refer to the Quote Summary or Declarations to review your coverages, limits, and valuations which will now serve as the Statement of Values for the associated policy term. Contact your agent for any needed changes.

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SelectPac Property Extension

The following forms are included:

- CP 7628 SelectPac Property Extension Endorsement
- CP 7629 SelectPac Schedule (lists the coverages & limits in the above endorsement)

Coverage	Limit
Additional Property Covered:	
The cost of excavations, grading, backfilling or filling	Included in Bldg Limit
Foundations of buildings, structures, machinery or boilers	Included in Bldg Limit
Personal property while airborne or waterborne	Included in BPP Limit
Underground pipes, flues or drains	Included in Bldg Limit
Arson, Theft and Vandalism Rewards (not applicable in New York)	$5,000
Back Up Of Sewer, Drain Or Sump - Direct Damage	$50,000
Brands and Labels	Included in BPP Limit
Business Income/Extra Expense Related Additional Coverages (applicable if BI written):	
Back Up Of Sewer, Drain Or Sump - Business Income	$50,000
Dependent Properties	$50,000
Extended Period of Indemnity	180 Days
Extra Expense (applies if no Business Income - ALS coverage)	$25,000
Newly Acquired Locations - Business Income	$50,000
Utility Services - Time Element	$25,000
Business Personal Property Seasonal Increase	10%
Change of Temperature and Humidity	Included
Claim Expenses	$10,000
Consequential Loss to Stock	Included in Valuation
Deductible (waiver of multiple property deductibles)	Included
Deferred Payments	$5,000
Fire Department Service Charge	$5,000
Fire Extinguishing Equipment	$10,000
Inland Marine Related Coverages:	
Accounts Receivable	$25,000
Electronic Information Systems (aka Computer Equipment and Electronic Data)	$25,000

SelectPac Property Extension

Coverage	Limit
Fine Arts	$10,000
Installation Property	$25,000
Mobile Equipment	$10,000
Personal Effects - Within the Coverage Territory	$5,000 Per Person / $25,000 Occurrence
Property in Transit - Within the Coverage Territory	$25,000
Salesperson's Samples - Within the Coverage Territory	$10,000
Tools and Equipment	$10,000
Valuable Papers and Records	$25,000
Lock Replacement	$1,000
Marring and Scratching	Included
Newly Acquired or Constructed Property - Building Per Location	$500,000
Newly Acquired or Constructed Property - Business Personal Property Per Location	$250,000
Non-Owned Detached Trailers	$5,000
Ordinance or Law Coverage:	
Coverage A - Undamaged Parts of a Building	Included in Bldg Limit
Coverage B - Demolition Cost	$50,000
Coverage C - Increased Cost of Construction	$50,000
Coverage D - Tenants' Improvements and Betterments	$10,000
Outdoor Property	$50,000
Outdoor Trees, Shrubs and Plants ($2,500 any one item)	$10,000
Personal Property At Unnamed Premises - Within the Coverage Territory	$25,000
Personal Property of Others	Included in BPP Limit
Pollutant Clean-up and Removal	$25,000
Premises Boundary Increased Distance	1,000 Feet
Replacement Cost Valuation for Personal Property of Others	Included
Selling Price Valuation	Included
Spoilage (formerly Refrigerated Property)	$5,000
Tenant's Building Glass Liability	Included in BPP Limit
Theft Damage to Building	Included in BPP Limit

SelectPac Property Extension

Coverage	Limit
Theft Limitation Amendments	
Patterns, Dies, Molds and Forms	Included in BPP Limit
Utility Service - Direct Damage	$25,000
Voluntary Parting by Trick, Scheme or Device	Included

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Crime SelectPac Endorsement

Coverage	Limit
Crime SelectPac Endorsement CR 7914 **[1]**	
Employee Theft	$25,000
Forgery Or Alteration	$25,000
Inside The Premises – Theft of Money and Securities	$25,000
Inside The Premises – Robbery Or Safe Burglary of Other Property	$25,000
Outside The Premises	$25,000
Computer Fraud	$5,000

[1] When the SelectPac Property Extension Endorsement is purchased, the Crime SelectPac Endorsement is available under the Crime Coverage Part. The Crime SelectPac is not available if the SelectPac Property Extension Endorsement is not purchased.

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COVERAGE SUMMARY

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ElitePac® General Liability Extension Coverage

The following forms/coverages are included:

- CG 73 00 (or CG 73 00NY, CG 73 00FL, CG 73 00GA) ElitePac® General Liability Extension Endorsement
- CG 73 12 Additional Insured – Owners, Lessees, Contractors – Ongoing Operations – Automatic Status
- CG 79 35 (or CG 79 35NY, CG 79 35FL) Product Recall Expense Coverage Endorsement - $25,000 Limit
- $15,000 Increased Limit for Medical Payments (N/A for the following Market Segments: Auto Services, Emergency Services, Governmental, Hotels, Resorts, and Restaurants)

Coverage	Limit
Additional Insured – Primary and Non-Contributory Provision	Included
Blanket Additional Insureds – As Required By Contract	Included
Lessors of Leased Equipment	Included
Managers or Lessors of Premises	Included
Mortgagees, Assignees and Receivers	Included
Grantors of Permits	Included
Broad Form Vendors Coverage	Included
Damage To Premises Rented To You (Including Fire, Lightning or Explosion)	$500,000 (Limit to be shown on Dec Page)
Electronic Data Liability	$100,000
Employee Definition Amended	Included
Employees As Insureds Modified	Included
Employer's Liability Exclusion Amended (N/A in NY)	Included
Incidental Malpractice Exclusion Modified (N/A for Social Service and Senior Living Market Segments)	Included
Knowledge of Occurrence, Claim, Suit or Loss	Included
Liberalization Clause	Included
Medical Payments Amendments	Included
Any Insured Amendment	Included
Products Amendment	Included
Mental Anguish Amendment (N/A in NY)	Included

ElitePac® General Liability Extension Coverage

Coverage	Limit
Newly Formed or Acquired Organizations	Included
Non-Accumulation of Limits (N/A in NY or WI)	Included
Non-Owned Aircraft	Included
Non-Owned Watercraft (under 60 feet)	Included
Not-For-Profit Organization Members as Additional Insureds	Included
Personal and Advertising Injury – Discrimination Amendment (N/A in NY)	Included
Supplementary Payments Amended	Included
Bail Bonds	$5,000
Loss of Earnings	$1,000
Unintentional Failure To Disclose Hazards	Included
Waiver of Transfer of Rights of Recovery (subrogation)	Included

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COVERAGE SUMMARY

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ElitePac® Commercial Auto Extension Endorsement

The following forms are included:

- CA 7809NY ElitePac® Commercial Automobile Extension
- CA 7816NY Schedule ElitePac® Commercial Automobile Extension

Coverage	Limit
Amendments To Section II – Liability Coverage	
Newly Acquired Or Formed Organizations – qualify as named insured if majority owned with no similar insurance available	Included
Limited Liability Companies – members and managers are insureds while using an auto not owned or hired by named insured	Included
Employees As Insureds – while using an auto not owned or hired by named insured in named insured's business	Included
Blanket Additional Insureds	Included
Expenses For Bail Bonds And Loss Of Earnings	
Bail Bonds	$3,000 Per "Accident"
Loss Of Earnings	$1,000 Per Day
Employee Indemnification and Employer's Liability Amendment – exclusion does not apply to volunteer workers not entitled to Workers Compensation coverage	Included
Fellow Employee Coverage (N/A in Virginia) – the exclusion is deleted	Included
Care, Custody Or Control Amendment – exclusion does not apply to property owned by anyone other than an insured	$1,000 limit Per "Accident"; $500 Deductible Per "Accident"
Amendments To Section III – Physical Damage Coverage	
Towing And Labor	
Private Passenger Auto, Social Service Van or Bus, Light Truck Commercial Auto With GVWR or GCW Greater Than 10,000 Pounds	$75 Per Tow $150 Per Tow
Glass Breakage Deductible – waived when glass is repaired	Included
Additional Transportation Expenses	$60 Per Day up to a maximum of $1,800
Hired Auto Physical Damage Coverage	$75,000 Per "Loss"
Hired Auto Loss of Use Coverage – for expenses named insured is legally responsible to pay for loss of use of covered auto	$750 Per "Accident"

COVERAGE SUMMARY

SELECTIVE
BE UNIQUELY INSURED®

ElitePac® Commercial Auto Extension Endorsement

Coverage	Limit
Amendments To Section III – Physical Damage Coverage, Continued	
Auto Loan/Lease Gap Coverage (N/A in New York) – includes unpaid amount due on lease or loan, with exceptions	Included
Personal Effects Coverage – for covered personal items in a covered auto at time of theft, no deductible applies	$500 Per "Accident"
Airbag Coverage	Included
Expanded Audio, Visual, and Data Electronic Equipment Coverage - $50 deductible applies	Included
Comprehensive Deductible – Location Tracking Device – maximum $50 deductible applies if tracking device aided in recovery of the auto	Included
Physical Damage Limit Of Insurance – removes restriction related to betterment and sublimit of $1,000 for electronic equipment	Included
Green Automobile Replacement Coverage	10% up to $3,000 per "auto", $10,000 maximum per loss"
Amendments To Section IV – Business Auto Conditions	
Duties In The Event of Accident, Claim, Suit or Loss – this condition does not apply unless certain persons have knowledge of the accident, claim, suit or loss	Included
Waiver of Subrogation – blanket waiver when liability has been assumed under an insured contract	Included
Multiple Deductibles – if two or more covered autos involved in loss, only the highest applicable deductible applies	Included
Concealment, Misrepresentation or Fraud – coverage not denied if named insured unintentionally fails to disclose existing hazard	Included
Policy Period, Coverage Territory – covers any type of covered auto hired without a driver for 30 days or less anywhere in the world	Included
Two or More Coverage Forms or Policies Issued By Us – Deductibles - only the highest applicable deductible will apply subject to a minimum deductible of $50; a minimum $100 Collision deductible applies to private passenger autos.	Included
Amendments To Section V – Definitions	
Bodily Injury Including Mental Anguish (N/A in New York)	Definition
Coverage Territory – Broadened Definition	Included

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Genesee County Economic Development Center
Dashboard - October 2026
Balance Sheet - Accrual Basis

	10/31/26	9/30/26	[Per Audit] 12/31/25
ASSETS:			
Cash - Unrestricted	$ 12,074,273	$ 12,081,397	$ 11,842,122
Cash - Restricted (A) (1)	9,757,616	6,589,197	16,905,847
Cash - Reserved (B) (2)	5,823,173	6,048,640	6,944,779
Cash - Subtotal	27,655,062	24,719,234	35,692,748
Grants Receivable (3)	8,188	5,278	517,192
Accounts Receivable - Current (4)	812,284	505,284	524,626
Interest Receivable	47,619	29,833	56,171
Deposits (5)	293,759	589,084	2,832
Prepaid Expense(s) (6)	41,276	29,523	46,466
Loans Receivable - Current	36,650	38,814	54,301
Total Current Assets	**28,894,838**	**25,917,050**	**36,894,336**
Land Held for Dev. & Resale (7)	67,517,868	64,638,428	55,717,406
Furniture, Fixtures & Equipment	72,862	72,862	72,862
Leasehold Improvements	17,818	17,818	9,223
Total Property, Plant & Equip.	67,608,548	64,729,108	55,799,491
Less Accumulated Depreciation	(72,282)	(72,185)	(71,148)
Net Property, Plant & Equip.	**67,536,266**	**64,656,923**	**55,728,343**
Accounts Receivable- Noncurrent (8)	3,675,000	4,050,000	4,050,000
Grants Receivable- Noncurrent (3)	50,850	50,850	50,850
Loans Receivable- Noncurrent (Net of $23,393 Allow. for Bad Debt)	46,015	48,252	78,261
Right to Use Assets, Net of Accumulated Amortization	89,614	89,614	89,614
Other Assets	**3,861,479**	**4,238,716**	**4,268,725**
TOTAL ASSETS	**100,292,583**	**94,812,689**	**96,891,404**
DEFERRED OUTFLOWS OF RESOURCES			
Deferred Pension Outflows (14)	301,089	301,089	301,089
Deferred Outflows of Resources	**301,089**	**301,089**	**301,089**
LIABILITIES:			
Accounts Payable (9)	53,040	62,916	2,212,365
Loan Payable - Genesee County - Current (10)	350,000	350,000	335,000
Loans Payable - ESD - Current (11)	5,196,487	5,196,487	5,196,487
Accrued Expenses	92,699	87,344	37,757
Lease Payable - Current	9,300	9,300	9,300
Customer Deposits (12)	54,880	242,120	42,532
Unearned Revenue (13)	8,431,214	5,062,270	14,064,762
Total Current Liabilities	**14,187,620**	**11,010,437**	**21,898,203**
Loan Payable - Genesee County - Noncurrent (10)	1,500,000	1,500,000	1,850,000
Lease Payable - Noncurrent	85,993	85,993	85,993
Net Pension Liability (14)	426,638	426,638	426,638
Total Noncurrent Liabilities	**2,012,631**	**2,012,631**	**2,362,631**
TOTAL LIABILITIES	**16,200,251**	**13,023,068**	**24,260,834**
DEFERRED INFLOWS OF RESOURCES			
Deferred Pension Inflows (14)	9,637	9,637	9,637
Deferred Inflows of Resources	**9,637**	**9,637**	**9,637**
NET ASSETS	**$ 84,383,784**	**$ 82,081,073**	**$ 72,922,022**

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Significant Events:

1. Restricted Cash - Includes cash deposited by ESD into imprest accounts related to the $8M, $33M and $56M STAMP grants. Expenditures out of these accounts are pre-authorized by ESD.
2. Reserved Cash - Funds have been internally reserved as matching funds related to the FAST NY grant supporting STAMP development. Funds have also been reserved as collateral for the $4M letter of credit required by NYPA.
3. Grants Receivable - National Grid grants support marketing and development activities for STAMP and the LeRoy Food & Tech Park.
4. Accounts Receivable - Current - Economic Development Funding, MTC Management, Project Origination Fee installments due within 12 months of the balance sheet date (Hecate Solar $550K (2025 & 2026), GE Bergen $100K & HP Hood $129.8K), misc.
5. Deposits - Includes deposit paid to NY Power Authority, which will be reduced as expenses are recognized; Down payment on the 345 kv breaker for STAMP; MTC lease security deposit.
6. Prepaid Expense(s) - CCS Task 2 Annual Raptor Survey and insurance.
7. Land Held for Dev. & Resale - Additions are related to STAMP development costs.
8. Accounts Receivable - Noncurrent - Termed out project origination fees from GE Bergen and Hecate Solar that will not be collected within 12 months from the Balance Sheet date.
9. Accounts Payable - 2025 legal expenses related to Ellicott Station that will be paid in 2026, interest earned on grant funds that will be remitted to ESD, dental insurance, Ostroff, and e3communications.
10. 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.
11. Loans Payable - ESD - Current - Loans from ESD to support STAMP land acquisition and related soft costs.
12. Customer Deposits - Funds received from projects that are subject to the Local Labor Policy and responsible for covering expenses related to the required reporting; Funds received from data center projects to cover expenses related to review of their applications.
13. Unearned Revenue - STAMP ESD grant funds received in advance and deposited into an imprest cash account (related to the $33M grant, $8M grant and $56M FAST NY grant); Municipal and National Fuel grant funds received, but not yet expended / earned; interest received in advance; Genesee County contribution received in advance.
14. Deferred Pension Outflows / Deferred Pension Inflows / Net Pension Liability - Accounts related to implementation of GASB 68.

(A) Restricted Cash = Customer Deposits, BP2 Funds, GAIN! Loan Funds, Municipal Funds, Grant Funds Received in Advance, Batavia Home Funds.
(B) Reserved Cash = FAST NY Grant Matching Funds, STAMP Letter of Credit Reserve, Workforce Dev Funds, CBA Funds.

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Genesee County Economic Development Center
Dashboard - October 2026
Profit & Loss - Accrual Basis

	10/31/26	10/31/25	YTD 2026	YTD 2025	2026 Board Appr. Budget	2026 YTD % of Budget
Operating Revenues:						
Genesee County	$ 19,459	$ 19,459	$ 194,591	$ 194,591	$ 233,513	83%
Genesee County - WFD	2,083	2,083	20,831	20,831	25,000	83%
Fees - Projects	-	-	318,950	4,859,685	1,057,000	30%
Fees - Services	7,372	7,309	73,719	73,091	88,460	83%
Interest Income on Loans	96	148	1,145	1,679	1,330	86%
Rent	4,970	5,100	27,440	29,054	28,780	95%
Common Area Fees - Parks	-	-	2,836	2,814	2,855	99%
Grants (1)	2,592,207	1,311,106	12,165,150	18,765,472	35,913,690	34%
GGLDC Grant - Econ. Dev. Program Support	25,000	25,000	250,000	250,000	300,000	83%
Land Sale Proceeds	-	-	10,010	-	-	N/A
BP[2] Revenue	-	-	19,460	15,215	45,752	43%
Other Revenue (2)	194,345	4,555	975,715	220,518	86,915	1123%
Total Operating Revenues	2,845,532	1,374,760	14,059,847	24,432,950	37,783,295	37%
Operating Expenses						
General & Admin	140,771	125,010	1,341,194	1,262,357	1,800,355	74%
Professional Services (3)	206,110	21,737	1,093,751	242,595	257,065	425%
Site Maintenance/Repairs	7,509	1,874	22,988	19,348	64,500	36%
Property Taxes/Special District Fees	-	-	3,659	3,873	4,137	88%
BP[2] Expense	-	-	-	-	-	N/A
PIF Expense	152,971	156,652	259,806	227,936	205,137	127%
Grant Expense - Batavia Home Fund	-	-	-	10,000	-	N/A
CBA Pass Through	-	-	-	-	-	N/A
Site Development Expense	81,687	13,795	356,071	634,666	24,580,781	1.4%
Leasehold Improvements	-	-	8,595	-	-	
Real Estate Development (4)	2,879,440	1,246,766	11,800,462	19,274,222	13,286,369	89%
Balance Sheet Absorption	(2,879,440)	(1,246,766)	(11,809,057)	(19,274,222)	-	N/A
Total Operating Expenses	589,048	319,068	3,077,469	2,400,775	40,198,344	8%
Operating Revenue (Expense)	**2,256,484**	**1,055,692**	**10,982,378**	**22,032,175**	**(2,415,049)**	
Non-Operating Revenue						
Other Interest Income	46,227	59,256	479,384	618,266	388,000	124%
Total Non-Operating Revenue	46,227	59,256	479,384	618,266	388,000	124%
Change in Net Assets	**2,302,711**	**1,114,948**	**11,461,762**	**22,650,441**	$ **(2,027,049)**	
Net Assets - Beginning	**82,081,073**	**65,047,461**	**72,922,022**	**43,511,968**		
Net Assets - Ending	$ **84,383,784**	$ **66,162,409**	$ **84,383,784**	$ **66,162,409**		

Significant Events:

1. Grants YTD - Med Tech Landing annual contribution to the Batavia Home Fund (to be paid in 2026-2045); 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; 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.

2. Other Revenue YTD - Annual meeting registrations, local labor reporting and data center project review expenses covered by participating projects, misc.

3. Professional Services YTD - Includes legal and consulting services for the data center project review, local labor requirements, government relations, audits, and other related matters.

4. Real Estate Development Costs YTD - STAMP development costs.

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Genesee County Economic Development Center
October 2026 Dashboard
Statement of Cash Flows

	10/31/26	YTD
CASH FLOWS PROVIDED (USED) BY OPERATING ACTIVITIES:		
Genesee County	$ 21,542	$ 236,964
Fees - Projects	100,000	409,200
Fees - Services	-	66,345
Interest Income on Loans	92	1,103
Rent	6,470	27,840
Common Area Fees - Parks	-	2,836
Grants	5,956,745	6,997,125
BP^2 Revenue	-	19,460
GGLDC Grant - Economic Development Program Support	-	225,000
Other Revenue	7,105	424,323
Repayment of Loans	4,401	49,897
Net Land Sale Proceeds	-	10,010
Customer Deposit	-	735,127
General & Admin Expense	(147,000)	(1,290,765)
Professional Services	(206,110)	(1,235,135)
Site Maintenance/Repairs	(7,509)	(22,988)
Site Development	(81,687)	(426,060)
Property Taxes/Special District Fees	-	(3,659)
PIF Expense	(152,971)	(276,992)
Deposit Paid	-	(2,216,415)
Improv/Additions/Adj to Land Held for Development & Resale	(2,584,115)	(11,829,897)
Net Cash Provided (Used) By Operating Activities	2,916,963	(8,096,681)
CASH FLOWS USED BY CAPITAL & RELATED FINANCING ACTIVITIES:		
Purchase of Capital Assets/Leasehold Improvements	-	(10,200)
Net Cash Used By Capital & Related Financing Activities	-	(10,200)
CASH FLOWS USED BY NONCAPITAL FINANCING ACTIVITIES:		
Principal Payments on Loan	-	(335,000)
Net Cash Used By Noncapital Financing Activities	-	(335,000)
CASH FLOWS PROVIDED BY INVESTING ACTIVITIES:		
Interest Income (Net of Remittance to ESD)	18,865	404,195
Net Change in Cash	2,935,828	(8,037,686)
Cash - Beginning of Period	24,719,234	35,692,748
Cash - End of Period	$ 27,655,062	$ 27,655,062
RECONCILIATION OF NET OPERATING REVENUE TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES:		
Operating Revenue	$ 2,256,484	$ 10,982,378
Depreciation Expense	97	1,134
Decrease in Operating Accounts/Grants Receivable	65,090	596,346
(Increase) Decrease in Deposits	295,325	(290,927)
(Increase) Decrease in Prepaid Expenses	(11,753)	5,190
Decrease in Loans Receivable	4,401	49,897
Increase in Land Held for Development & Resale	(2,879,440)	(11,800,462)
Decrease in Operating Accounts Payable	(300)	(2,073,979)
Increase in Accrued Expenses	5,355	54,942
Increase (Decrease) in Unearned Revenue	3,368,944	(5,633,548)
Increase (Decrease) in Customer Deposits	(187,240)	12,348
Total Adjustments	660,479	(19,079,059)
Net Cash Provided (Used) By Operating Activities	$ 2,916,963	$ (8,096,681)

Educational Consultant Report - Genesee County Economic Development Center Board of Directors, December 2026

It is an absolute privilege and pleasure to continue to serve as the Educational Consultant for the Genesee County Economic Development Center (GCEDC). This year has been particularly interesting and busy as I agreed to serve as the ACT WorkKeys Testing Coordinator at Genesee Valley BOCES (GVBOCES). The GCEDC and GVBOCES have developed an innovative and progressive workforce development partnership directed at building a Work Ready Community in Genesee County. Chris Suozzi is the driving force behind building our Work Ready Community. Respectfully submitted is a summary of special projects, school engagement meetings, events and presentations, committee memberships, and regional and online training for the 2026 calendar year.

GCEDC Special Projects

- ACT WorkKeys Assessments and Building a Work Ready Community
    - Ninety-One (91) students assessed in total with 98% earning a National Career Readiness Certificate (NCRC)
    - Sixty-Three (63) students reside in Genesee County with 97% earning a National Career Readiness Certificate (NCRC)
    - Twenty-Two (22) adults assessed in total with 100% earning a National Career Readiness Certificate (NCRC)

GCEDC Special Projects, Cont.

  - Fourteen adults assessed in Genesee County with 100% earning a National Career Readiness Certificate (NCRC)
  - Participating schools included; Pavilion, Notre Dame, Byron-Bergen, Attica, Oakfield Alabama, and Batavia High School and the GVBOCES Electromechanical CTE programs
    - Note: Results may differ slightly from data recorded on the ACT Work Ready Communities website. This is attributed to school district reporting and data collection metrics based on registration information submitted by test takers.
- Testing of six (6) teachers at Oakfield-Alamaba High School is scheduled on 11/24 followed by an implementation planning meeting for assessing high school students
- Genesee County ACT Work Ready Community Educator, Business and Industry Summit
  - Coordinated and facilitated an August event engaging schools, industries and businesses in a conversation on how to build a Work Ready Community in Genesee County
- Prepared documentation for GVBOCES grant writing to secure funding for ACT WorkKeys Assessments testing fees and staffing the GVBOCES Testing Center and Campus Testing Sites
- Created a GVBOCES training manual for the administration of WorkKeys assessments for newly hired Testing Coordinators at GVBOCES Testing Sites

- Ongoing collaboration with Greg Napierala, ACT Director, Direct to Learner Counselor Outreach to advance the implementation of WorkKeys assessments testing, digital badging and job profiling

School Engagement Meetings, Events and Presentations

- Rochester Technology and Manufacturing Association (RTMA) and GVBOCES Pre-Apprenticeship Signing Day and Celebration
- The BEST Center Workforce Development meeting at Genesee Community College
- GVBOCES Electromechanical WorkKeys NCRC Celebration
- Brockport High School WorkKeys Test Preparation collaboration
- Collaboration with Jim and Chris on the design and purchasing of ACT WorkKeys promotional items
- GVBOCES Workforce Portal Development
    - Meetings with school counselors, school administrators and educators to pilot the portal
- Perry High School College and Career Night
- Genesee Business Education Alliance (BEA) Senior Job Fair
- Career Fairs at GVBOCES Batavia Campus,York, Byron-Bergen, and Perry Middle School/High School
- Youth Conference (7th/8th graders) at Genesee Community College
- GVBOCES Seal of Civic Readiness Awards
- Cooley Comics Workforce Development 4th grade event at John Kennedy Elementary School
- Attended GLOW With Your Hands Fall and Spring Events
- Met with the new Executive Director of CTE programming at GVBOCES to discuss ACT WorkKeys Assessments and Workforce Development

- Participated in Open houses at Pavilion, Notre Dame, and Perry High Schools and GVBOCES, Batavia campus

School Engagement Meetings, Events and Presentations, Cont.

- Football Gameday Event planning featuring student career interviews and celebrating School Spirit!
- Alive + Well planning meetings with Batavia High School
- Oakfield-Alabama High School Faculty Workforce Development Presentation
- Participation in Government and Economic Educators Cohort Workforce Development Presentation

Committee Membership

- Genesee Region Teacher Center Advisory Board
- GLOW With Your Hands (Fall and Spring Events)
- Multi-County Work Ready Community Initiative

Regional and Online Trainings for Workforce Development

- ACT WorkKeys Assessments and Work Ready Communities Trainings
- ACT WorkKeys Assessment Webinars
- Advance CTE
- 2026 ACT Regional Conference - Buffalo

ENGAGEMENT LETTER / CONSULTING AGREEMENT

This Agreement is made this December 3, 2026 for the period January 1, 2027, through December 31, 2027, between the **Genesee County Economic Development Center (**the "Company"), having its principal place of business at 99 MedTech Drive, Batavia, NY 14020 and **Sheila Eigenbrod,** (the "Consultant"), having a principal place of business at 210 Wyoming St., Warsaw, NY 14569 (collectively, the "Parties").

COMPENSATION AND SERVICES RENDERED:

The Consultant hereby agrees to perform the following services, as required:

1. Perform consulting services to assist in the development and implementation of workforce development programs and training initiatives relative to the goals of the Company and its' affiliates.
2. Consult with the Company staff relative to the application, development, and deployment of its' workforce programs.
3. Consult with educational institutions who may serve as partners in the development, implementation, and delivery of training programs. Specifically, interface with Genesee Community College and its' BEST Center, other institutions of higher learning, the Genesee Valley Educational Partnership/Business Education Alliance, and local secondary schools as appropriate and GLOW Works, Inc.
4. Provide consulting services as requested by the Company.

For the services provided to the Company, the Company, agrees to pay the Consultant based upon presentation of a monthly invoice based on the following fee schedule and conditions:

Fee Schedule:

1. A maximum of Five Hundred Twenty-Five dollars ($525.00) per day. Partial days will be billed at an hourly rate of Seventy-Five Dollars ($75.00) per hour.
2. Total remuneration is not to exceed Thirty-Five Thousand Dollars ($35,000.00), for the period January 1, 2027, through December 31, 2027.

The Consultant understands and agrees that the Company may provide a 1099 to the Consultant which shall include all compensation as well as expenses paid by the company, and it will be the responsibility of the Consultant to maintain adequate records to substantiate all business-related expenses for tax purposes.

TERM

This Agreement shall remain in effect through **December 31, 2027,** or until terminated by providing a thirty (30) day written notice of termination with the date of receipt by the recipient party indicating the initiation of the notice period, by either party to this Agreement. This Agreement contains the entire understanding of the parties and may not be amended without the specific written consent of both parties.

If the Parties have failed to renew, modify, or terminate this Agreement, for any reason prior to the Termination Date, then this Agreement shall continue in force until such time as it is terminated in accordance with its provisions.

WARRANTIES BY THE CONSULTANT

The Consultant represents and warrants to Company that Consultant will provide services to Company in a professional, competent, and timely manner; that the Consultant has the power to enter into and perform this Agreement, and that the Consultant's performance of this Agreement shall not infringe or violate any federal, state, or municipal laws. The Consultant shall make no promise or warranty concerning Company's business activity, service, or product outside the scope of their responsibilities and the Consultant acknowledges that it has no authority to bind Company to any such promise or warranty made by the Consultant.

INDEPENDENT CONTRACTOR / CONFLICTS OF INTEREST

The Consultant acknowledges that the services rendered under this Agreement shall be solely as an independent contractor. The Consultant further acknowledges that the Consultant is not to be considered an employee of the Company, is not entitled to any employment rights or benefits, and that this undertaking is not a joint venture.

The Consultant understands that the Company shall not provide employment related insurance, including but not limited to worker's compensation insurance, and agrees to provide adequate insurance coverage for his own activities.

NON-DISCLOSURE OF CONFIDENTIAL INFORMATION AND COVENANT NOT TO COMPETE

The Consultant acknowledges that in and as a result of its association with Company, Consultant will be making use of and acquiring confidential information of a special and unique nature and value relating to such matters as

1. Company's patents, copyrights, proprietary information, trade secrets, systems, procedures, manuals, confidential reports, customer lists and price lists (which are deemed for all purposes confidential and proprietary), as well as the nature and type of products and services rendered by Company; and

2. The equipment, business practices and methods used and preferred by Company's customers, and the fees paid by them.

As a material inducement to the Company to enter into this Agreement and to pay to the Consultant the compensation stated in Paragraph 1, Consultant covenants and agrees that the Consultant shall not, at any time during or following the term of this Agreement for a period of two (2) years:

1. Directly divulge or disclose for any purpose whatsoever any confidential information that has been obtained by, or disclosed to, it as a result of its association with Company **other than that information specifically required as a part of this consulting engagement to individuals only and expressly with a need to know**.

   Or

2. Make use of any such confidential information to compete, either directly or indirectly, with the Company.

The Parties further agree that the Consultant shall not be requested or required to, and shall not, divulge or disclose any information available to the Consultant in violation of any valid and enforceable confidentiality agreement between the Consultant and any other Party.

OWNERSHIP OF WORK PRODUCT

The Consultant agrees that the Consultant's work product produced in the performance of this Agreement shall remain the property of Company, and that the Consultant will not sell, transfer, publish, disclose, or otherwise make the work product available to third parties without Company's prior written consent.

ARBITRATION

Any controversies or claims relating to any aspect of the Agreement, or to its breach, or the relationship created between the Parties shall be settled by arbitration under the rules of the American Arbitration Association. The Parties agree to abide by the arbitrator's decision and also agree that a judgment may be entered upon the award in any court having jurisdiction.

The Parties agree that neither Party shall act to terminate or modify the nature of the parties' course of performance under this Agreement during the pendency of an arbitration, it being the parties' intent to preserve the status quo so as not to jeopardize the rights of either party for the period from the commencement of an arbitration to the entry of the arbitration award.

NOTICES

All notices between the Parties shall be in writing and effective when sent by certified mail to the addresses above stated unless such addresses are changed by written notification to the other Party.

WAIVER

No failure of either party to exercise any power hereunder or to insist upon strict compliance by the other party with any obligation or provisions hereunder, and no custom or practice of the parties at variance with the terms hereunder shall constitute a waiver of the right to demand exact compliance with the terms hereof.

INDEMNIFICATION

Company will indemnify and hold harmless the Consultant from and against all liabilities and expenses, including reasonable attorneys' fees ("Liabilities"), arising out of any claim by anyone not a party to this Agreement, including third parties, considering (i) Company's material breach or default, (ii) violation of law or regulation applicable to Company, and (iii) representations, guarantees or warranties provided by Company, excluding Liabilities arising out of, or in connection with any gross negligence or willful misconduct of the Consultant.

The Consultant shall indemnify and hold Company and its affiliates and their agents, employees, officers, managers, successors and assigns from and against all Liabilities arising out of, or in connection with, any (i) Consultant's material breach or default, or (ii) violation of law or regulation applicable to the Consultant, excluding Liabilities arising out of, or in connection with, any negligence or willful misconduct of Company.

This indemnity shall survive the termination of this Agreement. The obligation of either party to indemnify the other shall not apply to the extent the loss is due to either party's: a) failure to adhere to the terms of this Agreement; b) failure to comply with any applicable government requirements; or c) negligence or willful misconduct of a party, its directors, officers, agents, or employees.

ABILITY TO ENTER AGREEMENT

The parties executing this Agreement hereby covenant and warrant that each respective company has full right and authority to enter into this Agreement, and that each of the persons signing on behalf of the corporation are duly authorized to do so.

RELATIONSHIP OF PARTIES

This Agreement is not intended to constitute or create a joint venture, pooling arrangement, partnership, agency, or business organization of any kind. Sheila Eigenbrod and Company shall be independent contractors for all purposes and neither party shall act as or hold itself out as agent for the other or create or attempt any obligations or liabilities on behalf of the other party.

SEVERABILITY

If any provision of this Agreement is held invalid, the remainder of this Agreement shall not be affected thereby.

ASSIGNMENT

Neither party may assign this Agreement or its obligations hereunder to any entity, except a corporate subsidiary, without the prior written consent of the other party, which consent shall not be unreasonably withheld.

Neither party shall be liable to the other for its failure to perform any of its obligations hereunder during any period in which such performance is delayed by acts of God, war, Internet or electrical power disruptions, terrorism, civil disorder or disturbance, riot, labor disputes, acts or omissions of the other party or acts or omissions of any third party.

GOVERNING LAW

This Agreement will be governed by the laws of the state of New York, excluding application of its conflict of laws provision.

ENTIRE AGREEMENT

This Agreement contains the Parties' entire understanding and may not be modified except in written form signed by both.

IN WITNESS WHEREOF, **Genesee County Economic Development Center** and Sheila Eigenbrod have duly executed this Agreement as of the first day and year written above.

Dated:

Consultant: Sheila Eigenbrod

By:_____
Sheila Eigenbrod
Consultant

Dated:

Company: Genesee County Economic Development Center

By: _____
Mark Masse
President & CEO

GCEDC

Lezlie Farrell – Finance & Operations
Audit & Finance Committee Meeting – December 1, 2026
Board Meeting – December 3, 2026

Cleaning Services

Discussion:

Included with the meeting materials is a Memorandum of Understanding (MOU) with Genesee Community College (GCC) for cleaning of the GCEDC offices and Innovation Zone.

The proposed MOU is for a two-year term. Under this arrangement, GCC will provide cleaning services two days per week at an annual cost of $8,040 for 2027 and $8,580 for 2028. The cost includes all labor, cleaning supplies, and floor waxing. For reference, the cost of these services in 2026 was approximately $7,500, and $8,000 was included in the proposed 2027 budget. Although the proposed 2027 cost is slightly above the budgeted amount, staff believes the increase is reasonable given the actual costs of providing the services, the consistent quality of the cleaning, and the overall value of the arrangement.

This shared-services arrangement began in January 2026 and has been a very positive experience. In previous years, we experienced difficulty finding reliable cleaning companies that could meet our insurance requirements and consistently perform the services expected. GCEDC staff spent considerable time monitoring the work and following up to ensure basic cleaning responsibilities were being completed. The current arrangement has resolved those issues. GCC has provided consistent, dependable service, and the quality of cleaning has been excellent. It has also eliminated the need for staff to routinely monitor and manage the cleaning services.

The proposed MOU provides a term of January 1, 2027 through December 31, 2028.

Fund Commitment: $8,040 for 2027 and $8,580 for 2028; GCEDC office maintenance. Included in the proposed budget.

Action Requested: Recommend Board approval of the two-year MOU with GCC for cleaning of the GCEDC offices and Innovation Zone.

Memorandum of Understanding

Cleaning Services
MedTech Centre

This Memorandum of Understanding ("MOU") is entered into between **Genesee Community College (GCC)** and **Genesee County Economic Development Center (GCEDC)** for the purpose of outlining the cleaning services to be provided by GCC of the GCEDC offices and Innovation Zone, located at **99 MedTech Drive, Batavia, NY 14020 – Suite 106** and **Suite 107**.

Scope of Services:

1. Service frequency – two (2) times per week (after 5:00pm).
2. Perform general cleaning of both Suites including offices, conference rooms and kitchenettes.
3. Disinfect / Sanitize kitchenette including microwave, refrigerator, counter-tops and sink.
4. Supply all cleaning supplies needed to perform the job (including trash bags).
5. Empty all trash receptacles and replace liners. Place all collected trash in the designated dumpster.
6. Vacuum / dust-mop all floor surfaces.
7. Wet mop all hard floor surfaces.
8. Spot clean interior glass including doors and mirrors.

GCC agrees to sign an indemnification agreement and provide insurance certificates on an annual basis.

This MOU shall become effective January 1, 2027 and remain in effect through December 31, 2027. Upon expiration of the initial term, this agreement shall be extended automatically on an annual basis. Unless either party gives written notice to the other to cancel said agreement no less than sixty (60) days prior to the anniversary date of the initial term or any other extended term. If this agreement is not canceled by either party, the pricing to become effective January 1, 2028 and remain in effect through December 31, 2028 is also included in the table below.

Scheduled Janitorial Services as outlined above	
January 1, 2027 – December 31, 2027	January 1, 2028 – December 31, 2028
$670 Per Month ($8,040/ Year)	$715 Per Month ($8,580/ Year)

Agreed to by:

Rebecca L. Weller Vice President for Finance & Administration / CFO Genesee Community College	Mark A. Masse President / CEO GCEDC

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GCEDC Audit & Finance
Jim Krencik, Senior Director, Marketing & Communications
December 1, 2026

New York State Economic Development Council Sponsorship

Discussion: The GCEDC participates in multiple New York State Economic Development Council (NYSEDC) events and delegations, including NYSEDC conferences and NYSEDC-led delegations and programs at business development events.

The GCEDC's expenses related to these events are anticipated to not exceed $21,300 in 2027.

- NYSEDC Membership (estimated $2,300)
- Sponsorship of NYSEDC Economic Development Conference and Annual Meeting (estimated $5,000)
- Registration for NYSEDC Economic Development Conference and Annual Meeting (estimated $4,000)
- Sponsorship of Semicon West (estimated $5,000)
- Sponsorship of NYSEDC-led events at other business development events (estimated $5,000)

Sponsorship of these events provides both GCEDC staff with technical information and the latest best practices; and a sizable presence at events that directly lead to business development engagements and project wins.

These expenses were anticipated in the GCEDC's budget. A portion of the expenses are also eligible for reimbursement through a National Grid grant.

Committee Action Request: Recommend approval to expend up to $21,300 with NYSEDC in 2027.