



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

MINUTES

ATTENDANCE

Committee Members: P. Zelif, 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. Zelif 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. Zelif - 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. Zelif. Roll call resulted as follows:

P. Battaglia- Yes
M. Gray - Yes
P. Zelif - 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. Zelif 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. Zelif - 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. Zelif and passed unanimously.