



**Meeting Agenda – Audit and Finance Committee**

Genesee Gateway Local Development Corp

Tuesday, December 3, 2024 – 8:30 a.m.

Location: 99 MedTech Drive, Innovation Zone

Page #	Topic	Discussion Leader	Desired Outcome
	Call To Order – Enter Public Session	M. Brooks	
	Presentation: Tompkins Insurance	J. Teresi	
	<b>2. Chairman’s Report &amp; Activities</b>	M. Brooks	
	2a. Agenda Additions / Other Business		
2-6	2b. Minutes: October 29, 2024		Vote
	<b>3. Discussions / Official Recommendations to the Board:</b>		
7-45	3a. Insurance Renewal	L. Farrell / J. Teresi	Disc / Vote
46-51	3b. October 2024 Financial Statements	L. Farrell	Disc / Vote
52-67	3c. Grant Consulting Services	L. Farrell	Disc / Vote
68-69	3d. 2025 General Cleaning Services	L. Farrell	Disc / Vote
70-77	3e. Loan Policy Review	L. Farrell	Discussion
78-79	3f. Mowing Contract with Genesee County	M. Masse	Disc / Vote
	<b>5. Adjournment</b>	M. Brooks	Vote

**GGLDC Audit & Finance Committee Meeting**  
**Tuesday, October 29, 2024**  
**Location – 99 MedTech Drive, Innovation Zone**  
**8:30 a.m.**

**MINUTES**

**ATTENDANCE**

Committee Members M. Brooks, D. Cunningham, J. Tretter  
Staff: L. Farrell, M. Masse, E. Finch, L. Casey, P. Kennett, C. Suozzi, J. Krencik  
Guests:  
Absent: P. Battaglia

**1. CALL TO ORDER / ENTER PUBLIC SESSION**

M. Brooks called the meeting to order at 8:31 a.m. in the Innovation Zone.

**2. CHAIRMAN'S REPORT & ACTIVITIES**

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

**2b. Minutes: October 1, 2024**

**J. Tretter made a motion to recommend approval of the minutes from October 1, 2024; the motion was seconded by D. Cunningham. Roll call resulted as follows:**

J. Tretter - Yes  
P. Battaglia - Absent  
M. Brooks - Yes  
D. Cunningham - Yes

**The item was approved as presented.**

**3. DISCUSSIONS / OFFICIAL RECOMMENDATIONS TO THE BOARD:**

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

- On the balance sheet, Reserved Cash for Strategic Investment Funds increased by \$50,000. We received two payments from solar projects in September.
- Loans Receivable Current (Line 20) decreased by \$200,000. The Board approved forgiveness of the Freightliner deferred loan, so that has been written off. It was removed from loans receivable and it is also reflected as grant expense on the Operating P&L.
- Accounts payable increased due to the monthly accruals for the quarterly payments that are due to the GCEDC for the MedTech Centre Property Management Fee and Economic Development Support Grant.

**DRAFT**

- In the Operating fund (Line 9) there is grant income from the two solar projects mentioned above. These were from NY CDG 1 and NY CDG 4. We will also see these funds in the strategic investments analysis.
- We should be at 75% of budget now. D&O insurance is over budget at 91%.
- In the other funds, there is mostly normal monthly activity. MedTech Centre expenses are at 75% of budget for most line items, which is where we would anticipate being at this time.

**D. Cunningham made a motion to recommend to the full Board the approval of the September 2024 Financial Statements as presented; the motion was seconded by J. Tretter. Roll call resulted as follows:**

J. Tretter - Yes  
P. Battaglia - Absent  
M. Brooks - Yes  
D. Cunningham - Yes

**The item was approved as presented.**

**3b. GGLDC 2025 Budget** - L. Farrell presented the 2025 budget to the Committee for final review and recommendation to the full Board for approval. Included as separate attachments to the meeting materials were the 2025 draft cash budget and 2025 draft accrual budget.

L. Farrell stated that the only changes to the 2025 draft cash budget have been highlighted in yellow and include the following:

- o On the 2024 Statement of Operational Cash Flows: Line 28 previously reported \$100K for Workforce Development Grants. This has been reduced to \$75K.
- o On the 2024 Statement of Operational Cash Flows: The beginning cash balance for the Genesee Agri-Business, LLC was reported incorrectly previously. This has been corrected.
- o On the 2025 Statement of Operational Cash Flows: Line 59 includes an expenditure for an equity contribution of \$50K to the STAMP Water and Sewer Works. This will not be on the accrual budget because it is a balance sheet transaction (equity contribution).

The cash budget is converted into an accrual budget. L. Farrell reviewed the significant changes when converting from cash to accrual, including:

- o Only interest income is shown for loan repayments received from companies.
- o Only interest expense is shown for debt service for MedTech Centre.
- o Depreciation expense of about \$193,000 is included.

**J. Tretter made a motion to recommend to the full Board the approval of the GGLDC 2025 Budget as presented; the motion was seconded by D. Cunningham. Roll call resulted as follows:**

J. Tretter - Yes  
P. Battaglia - Absent  
M. Brooks - Yes  
D. Cunningham - Yes

**DRAFT**

**The item was approved as presented.**

**3c. GGLDC 1+3 Budget** – L. Farrell presented the 1+3 budget to the Committee for review. It was noted that most line items show a 3% increase year over year unless there is an asterisk or is shaded. These line items could be estimated more accurately based upon additional information that is available.

In previous years, the Committee had noted that given market conditions, an estimated 3% increase year over year may not be sufficient. L. Farrell shared that the consumer price index is currently 3.4%. She also noted that this is simply a forecast and not a formal approval of the budgets for the years 2026-2028.

Included with the meeting materials are four-year budgets for the GGLDC & GAB, LLC Consolidated, GGLDC Consolidated and GAB, LLC. The GGLDC & GAB, LLC Consolidated 1 + 3 Budget will be entered into PARIS (Public Authorities Reporting Information System) and certified.

Site Development Expense should be \$0 for 2028 as the CBA pass through grant will end in 2027. L. Farrell will make this change.

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

J. Tretter - Yes  
P. Battaglia - Absent  
M. Brooks - Yes  
D. Cunningham - Yes

**The item was approved as presented.**

**3d. GCEDC Economic Development Support Grant** – L. Farrell stated that the Economic Development Program Support Grant of \$300,000 was included in strategic investments for 2025 and included with the GGLDC Budget that was just approved.

**J. Tretter made a motion to recommend to the full Board the approval of the GCEDC Economic Development Support Grant as presented; the motion was seconded by D. Cunningham. Roll call resulted as follows:**

J. Tretter - Yes  
P. Battaglia - Absent  
M. Brooks - Yes  
D. Cunningham - Yes

**The item was approved as presented.**

**3e. Strategic Investments** – L. Farrell reviewed the Strategic Investments Analysis with the Committee. She noted the following:

- In 2024 we received \$100,000 to date from solar projects. These funds will support Workforce Development Initiatives and/or the overall Economic Development Program.
- Reserved funds of \$50,000 for the STAMP Water Works and STAMP Sewer Works were pushed out to 2025 as we do not anticipate transferring funds in 2024. This is the balance of the original

**DRAFT**

placeholder of \$100,000 for start-up costs for these entities. Only \$50,000 has been paid to date. \$25,000 was paid to the STAMP Water Works, Inc. and \$25,000 was paid to the STAMP Sewer Works, Inc.

- There is \$20,000 for the Gravel Driveway at Buffalo East Tech Park.
- LDC Operation Costs and Site Infrastructure Maintenance increased. There was previously \$85,000 for the years 2024 through 2028. This increased to \$117K in 2025 and \$120K in the years 2026-2028 to more appropriately match the budget for the increased costs of insurance, professional services, etc.
- Workforce training funds for HP Hood and Upstate Niagara of \$50,000 were moved from 2024 to 2025. C. Suozzi is working with these companies on uses for these funds in 2025 in accordance with the agreements that were executed in 2021.
- The uses of the Workforce Development Reserve tied to the Sources and Uses Worksheet for 2024-2025 previously presented by C. Suozzi.
- Land Lease payments for 2024 increased to \$74K, which included HP Hood's lease for temporary storage and parking. This will not continue in 2025. The land lease payments decreased to \$29K in 2025 and forward.
- Reserves for the Workforce Development Consultant were removed for 2024, as the activity was undertaken by the GCEDC. A placeholder of \$30,000 for the workforce development consultant remains for the years 2025-2028 in case the County does not continue to provide additional funding to support Workforce Development initiatives as it does currently.
- With the last strategic investment update, interest income of about \$57K was reported. There is interest income of about \$105K now, which is due to the CDs.
- It is anticipated that at the end of 2028, there will be a cash balance of \$2M.

**3f. Commercial Cleaning Services Additional 2023 Services** – Commercial Cleaning Services of WNY, Inc. (CCS) has provided the GGLDC with a quote for waxing of the floors and the cleaning of the tile/grout in the bathrooms. Although this expenditure is not over \$5,000, total payments to this company will be over \$5,000 when combined with the general cleaning services that the company already provides. The GGLDC approved a contract with Commercial Cleaning Services of WNY Inc., for general cleaning services not to exceed \$16,500 for 2024. These additional services are \$1,199.64 (floor waxing) and \$595 (tile/grout cleaning). We have requested quotes for these services in the past, but this company has been offering a lower rate as a current customer. The quoted floor waxing rate stayed the same as last year and the tile/grout cleaning increased from \$495.

**Fund Commitment:** The total expenditure for these services should not exceed \$1,800 and will be paid out of the GGLDC, under MedTech Center site maintenance. The total amount is lower than what was budgeted for these services for 2024.

**Board Action Request:** Approval of the floor maintenance proposal with Commercial Cleaning Services of WNY, Inc. not to exceed \$1,800.

**J. Tretter made a motion to approve the floor maintenance proposal with Commercial Cleaning Services not to exceed \$1,800 as presented; the motion was seconded by D. Cunningham. Roll call resulted as follows:**

J. Tretter            - Yes

26

5

**DRAFT**

P. Battaglia - Absent  
M. Brooks - Yes  
D. Cunningham - Yes

**The item was approved as presented.**

**3g. 12/31/24 Audit Services** – In 2022, the GCEDC and its affiliated entities 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 2024 audit services will be \$10,300, which is the same as last year. The engagement letter includes an option to add on a Single Audit if necessary for an additional fee.

**D. Cunningham made a motion to recommend to the full Board the approval of the 12/31/24 Audit Services with Mostert, Manzanero & Scott, LLP as presented; the motion was seconded by J. Tretter. Roll call resulted as follows:**

J. Tretter - Yes  
P. Battaglia - Absent  
M. Brooks - Yes  
D. Cunningham - Yes

**The item was approved as presented.**

**4. ADJOURNMENT**

As there was no further business, D. Cunningham made a motion to adjourn at 8:52 a.m., seconded by D. Cunningham and passed unanimously.

**GGLDC**  
**Audit & Finance Committee Report**  
**December 3, 2024**

**Insurance Renewal**

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

Tompkins has also included Umbrella Policy quotes on the year over year comparison.

Joe Teresi will attend the Audit & Finance Committee meeting to discuss this.

# Renewal Comparison



## Genesee County Industrial Development Agency

January 1, 2025 - January 1, 2026

### PREMIUM ANALYSIS

	Renewal: 2025-2026	Expiring: 2024-2025
Commercial Property	\$10,851.76	\$10,519.60
Inland Marine	\$100.00	\$100.00
General Liability	\$62,759.00	\$58,674.00
Crime	\$60.00	\$60.00
Automobile	\$510.00	\$488.00
<b>TOTAL SELECTIVE PACKAGE</b>	<b>\$74,280.76</b>	<b>\$69,841.60</b>
Worker's Compensation	\$3,817.00	\$3,779.00
\$5M Umbrella	\$33,701.00	\$32,719.00
<del>\$5M Excess Umbrella - Cincinnati</del>	<del>\$15,000.00</del>	<del>\$9,265.00</del>
\$5M Excess Umbrella - PMI (optional quote)	\$12,500.00	
<b>FINAL PREMIUM</b>	<b>\$124,298.76</b>	<b>\$115,604.60</b>



# SELECTIVE

BE UNIQUELY INSURED<sup>SM</sup>

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



**Presented By:**

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

Proposal Print Date: 10/29/2024

3a

9

# SELECTIVE

BE UNIQUELY INSURED<sup>SM</sup>

Quotation of Commercial Insurance  
Governmental  
Renewal

**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



**Presented By:**

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

Proposal Print Date: 10/29/2024  
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.

Proposal Print Date: 10/29/2024  
Underwritten By:  
Selective Way Insurance Company

3a

11



# PROVIDING UNIQUE INSURANCE SOLUTIONS SINCE 1926

Since its founding, Selective has built a reputation for providing unique insurance solutions backed by outstanding customer service. This reputation has been rewarded with an “A+” (Superior) Rating from AM Best, with an “A” or better for more than 9 decades.

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.

**SELECTIVE**  
BE UNIQUELY INSURED®

© 2024 Selective Ins. Group, Inc., Branchville, NJ. Products vary by jurisdiction, terms and conditions and are provided by Selective Ins. Co. of America and its insurer affiliates. Details at [selective.com/about/affiliated-insurers.aspx](https://selective.com/about/affiliated-insurers.aspx). SI-24-238

3a

17



# Safety Management Starts Here

Here's what we can do for you:



## Fleet Risk Assessment

Quickly uncover ways to protect your drivers and minimize the risk of devastating commercial vehicle losses with an interactive online assessment.



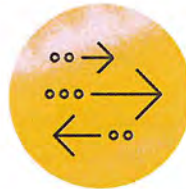
## Online Training from the Experts

Trust the safety advocates at The National Safety Council to provide online distracted driving courses to educate your team on the risks.



## Selective® Drive Fleet Management Tool

Encourage safe driving behaviors and manage fuel expenses with this advanced fleet management tool.



## Digital Services to Support Your Business

We offer a suite of online, self-service resources, including industry-specific safety programs and training to help you make our roadways safer.



## Safe Driving Policies

We can help you implement and educate your team on Permissive Use and Distracted Driving policies to ensure road safety.



Watch how Safety Management makes a difference

Watch Now





# Safety Management Starts Here

Here's what we can do for you:



## Contractual Risk Transfer (CRT)

Help protect your bottom line with CRTs that allocate liability and responsibility to the appropriate party.



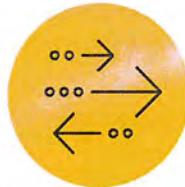
## Slip, Trip, and Fall Assessment

Evaluate the risks of slips, trips, and falls around your property and help prevent injuries with an interactive online assessment.



## Job Site Risks Assessment

Find opportunities to create a safe and compliant job site for you and your team with an interactive online assessment.



## Digital Services to Support Your Business

We offer a suite of online, self-service resources, including industry-specific safety programs and training to help you create a safer environment for all.



## Contractors Completed Operations Assessment

Determine if you've done all you can to prevent property damage or injury after the job is complete with an interactive online assessment.



Watch how Safety Management makes a difference

Watch Now





# Safety Management Starts Here

Here's what we can do for you:



## Ignitable Liquids Assessment

Proactively uncover and address vulnerabilities that may lead to spontaneous combustion in and around your property with an interactive online assessment.



## Free Business Prep Toolkit

Prepare for flooding, wildfires, winter weather, and more with business prep guides developed by the Insurance Institute for Business & Home Safety.



## Water Escape and Intrusion Assessment

Identify potential causes for water escape and intrusion and avoid potentially costly and disruptive interruptions with an interactive online assessment.



## Digital Services to Support Your Business

We offer a suite of online, self-service resources, including industry-specific safety programs and training to help you create a safer property.



## Business Continuity Assessment

Evaluate the strength of your Business Continuity Plan and be ready for unexpected disruptions with an interactive online assessment.



Watch how Safety Management makes a difference

Watch Now



# WHAT YOU CAN EXPECT AS A SELECTIVE CUSTOMER

## Prior To Policy Issued

Our trusted independent agents will work closely with you to customize insurance protection that meets your unique needs.

## As A Selective Customer

When you choose to Be Uniquely Insured, you get more than just a policy. You can rely on us to be there for you before, during, and after a claim. We even offer a broad range of value-added services that further enhance your experience.



### 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

Selective has been rewarded with an “A” (Excellent) or better Rating from AM Best for over 90 years.



#### Flexible Payment Options

We offer various flexible payment plans, and multiple ways to pay. Receive billing reminders via email or text.



#### 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

Manage Workers Compensation claims expenses and return-to-work initiatives with a 24/7 nurse hotline.



#### Praesidium

Create a safer environment for customers and employees with the help of expert abuse or molestation prevention resources.



#### Security Mentor

Teach employees to protect valuable online business data with interactive security training courses.

### INSURANCE AT YOUR CONVENIENCE



#### MySelective Online Account

Manage your insurance account your way with online features like paperless billing and policy, quick auto ID card access, claims reporting, and more.



#### Award-Winning Mobile App

Our MySelective app has received numerous awards and has a 4.6/5 app store rating.

LEARN MORE  
ABOUT SELECTIVE!  
[selective.com](https://selective.com)



# SELECTIVE

BE UNIQUELY INSURED®

f | @ | in | | |  
selective insurance



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 # 40290200

Policy Period: 01/01/25 to 01/01/26

**Table Of Contents**

	<u>Page #</u>
Premium Summary.....	10
Location Schedule.....	11
Property.....	12
Crime Fidelity.....	13
Inland Marine.....	14
General Liability.....	14
Automobile.....	19
Billing Information.....	20
Terrorism (Certified Acts) Information.....	21
IN0587 1220.....	Appendix I
IN0234 0223.....	Appendix II
IN1012 1021.....	Appendix III
IN1013 1021.....	Appendix IV
IN1143 1123.....	29
SelectPac Property Extension Endorsement.....	Appendix VI
Crime SelectPac Endorsement.....	Appendix VII
ElitePac General Liability Extension Endorsement.....	Appendix VIII
ElitePac Commercial Auto Extension Endorsement.....	Appendix IX

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.

3a

17



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 # 40290200

Policy Period: 01/01/25 to 01/01/26

**Premium Summary**

<u>Coverage</u>	<u>Premium</u>
Property	\$10,851.76
Crime Fidelity	\$60.00
Inland Marine	\$100.00
General Liability	\$62,759.00
Automobile	\$510.00
<b>Total Premium</b>	<b>\$74,280.76</b>

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.

3a

18

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 # 40290200

Policy Period: 01/01/25 to 01/01/26

**Policy Location Schedule**

<u>Loc#</u>	<u>Bldg#</u>	<u>Street</u>	<u>City</u>	<u>State</u>	<u>Zip</u>
001	001	7856 GRISWOLD ROAD	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	ALABAMA TFPD	NY	14003
010	001	6620 CROSBY RD	BASOM	NY	14013
011	001	6576 CROSBY RD	BASOM	NY	14013
012	001	LAKE ROAD	LEROY	NY	14482
013	001	APPLE TREE ACRES	BERGEN	NY	14416
014	001	CROSBY ROAD WEST SIDE	BASOM	NY	14013
015	001	CROSBY ROAD EAST SIDE	BASOM	NY	14013
016	001	gateway li	BATAVIA	NY	14020
017	001	805 LEWISTON RD	BASOM	NY	14013

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.

3a

19

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 # 40290200

Policy Period: 01/01/25 to 01/01/26

**Property**

Policy Level

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

<u>Optional Coverages/Extensions</u>	<u>Limit</u>	<u>Premium</u>
SelectPac Property Extension Endorsement		\$472.00
<b>Systems Power Pac Clas Rated Deductibles</b>		
Combined All Coverages Ded: Follows Property Deductible		

Location Level

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

<u>Coverage</u>	<u>Limit</u>	<u>Premium</u>
Building	9,154,323	\$7,232.00
Replacement Cost		
Agreed Value		
Business Pers Prop - Business Personal Property	113,779	\$310.00
Replacement Cost		
Business Income with Extra Expense	640,000	\$851.00
Coinsurance 80 %		
Business Income including Rental Value		
waiting period- 72 hours		
Systems Power Pac		\$1,743.00
<b>Location 004/001 - Total Premium</b>		<u>\$10136</u>

Other

NY Fire Tax \$20.76  
Terrorism Premium (Certified Acts) \$223.00

**Total Property Premium \$10,851.76**

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.

3a

20



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 # 40290200

Policy Period: 01/01/25 to 01/01/26

**Crime Fidelity**

Policy Level

Coverage Type	Governmental Crime Coverage		
<u>Coverages</u>	<u>Deductible</u>	<u>Limit</u>	<u>Premium</u>
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

<u>Coverages</u>	<u>Deductible</u>	<u>Limit</u>	<u>Premium</u>
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**

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.

3a

21



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 # 40290200

Policy Period: 01/01/25 to 01/01/26

**Inland Marine**

Policy Level Coverages

	<u>Limit</u>	<u>Premium</u>
Virus or Harmful Code	50,000	5.00

Location Level

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

	<u>Limit</u>	<u>Premium</u>
Electronic Information Systems - Scheduled Equipment - Formula	25,000	\$86.00

Other

<b>Total Inland Marine Premium</b>	<b>\$100.00</b>
------------------------------------	-----------------

**General Liability**

Policy Level

	<u>Limit</u>	<u>Premium</u>
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	
<u>Additional Coverages</u>	<u>Quantity/Limit</u>	<u>Premium</u>
Designated Person/Org CG 2026	2	\$70.00

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.

3a

22

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 # 40290200

Policy Period: 01/01/25 to 01/01/26

Data Compromise		\$333.00
• Aggregate Limit	50,000	
ElitePac General Liability Extension Endorsement		\$1,500.00

**Location Level**

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

<u>Coverage</u>	<u>Exposure</u>	<u>Premium</u>
Premises Operation (Final Rate 28.311)	28	\$793.00

**Location Level**

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

<u>Coverage</u>	<u>Exposure</u>	<u>Premium</u>
Premises Operation (Final Rate 28.311)	36	\$1,019.00

**Location Level**

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

<u>Coverage</u>	<u>Exposure</u>	<u>Premium</u>
Premises Operation (Final Rate 28.311)	3	\$85.00

**Location Level**

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

<u>Coverage</u>	<u>Exposure</u>	<u>Premium</u>
Premises Operation (Final Rate 386.866)	38,900	\$15,049.00

**Location Level**

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

<u>Coverage</u>	<u>Exposure</u>	<u>Premium</u>
Premises Operation (Final Rate 1292.533)	3,100	\$4,007.00

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.

3a

23

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 # 40290200

Policy Period: 01/01/25 to 01/01/26

**Location Level**

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

<u>Coverage</u>	<u>Exposure</u>	<u>Premium</u>
Premises Operation (Final Rate 6.084)	IF ANY	--
Products/Completed Operations (Final Rate 2.937)	IF ANY	--

**Location Level**

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

<u>Coverage</u>	<u>Exposure</u>	<u>Premium</u>
Premises Operation (Final Rate 28.311)	58	\$1,642.00

**Location Level**

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

<u>Coverage</u>	<u>Exposure</u>	<u>Premium</u>
Premises Operation (Final Rate 31.141)	1	\$31.00

**Location Level**

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

<u>Coverage</u>	<u>Exposure</u>	<u>Premium</u>
Premises Operation (Final Rate 31.141)	1	\$31.00

**Location Level**

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

<u>Coverage</u>	<u>Exposure</u>	<u>Premium</u>
Premises Operation (Final Rate 31.141)	1	\$31.00

**Location Level**

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.



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 # 40290200

Policy Period: 01/01/25 to 01/01/26

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

<u>Coverage</u>	<u>Exposure</u>	<u>Premium</u>
Premises Operation (Final Rate 31.141)	1	\$31.00

**Location Level**

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

<u>Coverage</u>	<u>Exposure</u>	<u>Premium</u>
Premises Operation (Final Rate 31.141)	1	\$31.00

**Location Level**

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

<u>Coverage</u>	<u>Exposure</u>	<u>Premium</u>
Premises Operation (Final Rate 31.141)	1	\$31.00

**Location Level**

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

<u>Coverage</u>	<u>Exposure</u>	<u>Premium</u>
Premises Operation (Final Rate 4.070)	77	\$313.00

**Location Level**

Location 013/001 - APPLE TREE ACRES, BERGEN, NY  
Class 49452 - VACANT LAND NOT FOR PROFIT ONLY

<u>Coverage</u>	<u>Exposure</u>	<u>Premium</u>
Premises Operation (Final Rate 4.070)	2	\$8.00

**Location Level**

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

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.

3a

25

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 # 40290200

Policy Period: 01/01/25 to 01/01/26

<u>Coverage</u>	<u>Exposure</u>	<u>Premium</u>
Premises Operation (Final Rate 39.918)	665	\$26,545.00
<b><u>Location Level</u></b>		
Location 015/001 - CROSBY ROAD EAST SIDE, BASOM, NY Class 47051 - REAL ESTATE DEVELOPMENT PROPERTY		
<u>Coverage</u>	<u>Exposure</u>	<u>Premium</u>
Premises Operation (Final Rate 39.636)	267	\$10,583.00
<b><u>Location Level</u></b>		
Location 016/001 - gateway li, BATAVIA, NY Class 47051 - REAL ESTATE DEVELOPMENT PROPERTY		
<u>Coverage</u>	<u>Exposure</u>	<u>Premium</u>
Premises Operation (Final Rate 28.311)	21	\$595.00
<b><u>Location Level</u></b>		
Location 017/001 - 805 LEWISTON RD, BASOM, NY Class 47051 - REAL ESTATE DEVELOPMENT PROPERTY		
<u>Coverage</u>	<u>Exposure</u>	<u>Premium</u>
Premises Operation (Final Rate 31.141)	1	\$31.00
<b>Total General Liability Premium</b>		<b>\$62,759.00</b>

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.

3a

26



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 # 40290200

Policy Period: 01/01/25 to 01/01/26

**Automobile**

**Policy Level**

<u>Coverage</u>	<u>Symbol</u>	<u>Limit</u>	<u>Premium</u>
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)**

<u>Coverage</u>	<u>Symbol</u>	<u>Limit</u>	<u>Premium</u>
Excess Hired		IF ANY	\$33.00

**Total Automobile Premium \$510.00**

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.

3a

27

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](http://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](http://selective.com/paysync) or contact your agent to discover more PaySync benefits.



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 # 40290200

Policy Period: 01/01/25 to 01/01/26

**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 \$223.00.**

**TO INCLUDE TERRORISM, YOUR PREMIUM WOULD BE AS FOLLOWS:**

**TERRORISM - CERTIFIED ACTS: \$2,571.00**

**TERRORISM – AUTO \$0.00**

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.

3a

29

**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".

**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.

# 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](http://selective.com/praesidium) - (800.743.6354) - [selective@praesidiuminc.com](mailto:selective@praesidiuminc.com)  
In order to receive this exclusive benefit please identify yourself as a Selective Insurance agent or insured.



**BACKGROUND SCREENING FOR SELECTIVE INSURED**

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.

For more information go to: [selective.com/praesidium](http://selective.com/praesidium) - (800.743.6354) - [selective@praesidiuminc.com](mailto:selective@praesidiuminc.com)

In order to receive this exclusive benefit please identify yourself as a Selective Insurance agent or insured.

3a

33

**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.

**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.

**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.

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

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

3a

34

# 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.

- **SCREENING 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](http://selective.com/praesidium) — 800.743.6354 — [selective@praesidiuminc.com](mailto:selective@praesidiuminc.com)  
In order to receive this exclusive benefit please identify yourself as a Selective Insurance agent or insured.

**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.

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.

**COMPLIMENTARY  
PRAESIDIUM ACADEMY  
ACCESS FOR  
SELECTIVE INSURED**

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](http://selective.com/praesidium) to access your complimentary Praesidium resources.

<p>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.</p>	<p>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.</p>	<p>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.</p>
---	---	---

For more information go to: [selective.com/praesidium](http://selective.com/praesidium) — 800.743.6354 — [selective@praesidiuminc.com](mailto:selective@praesidiuminc.com) In order to receive this **EXCLUSIVE** 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.

## 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

3a

39

## 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

Confidential, unpublished property of Selective Insurance Company of America. Use and distribution limited solely to authorized personnel and appointed agents. Do not duplicate or distribute.

©2019 Selective Ins. Group, Inc., Branchville, NJ. Products vary by jurisdiction, terms, and conditions and are provided by Selective Ins. Co. of America and its insurer affiliates. Details at [selective.com/about/affiliated-insurers.aspx](http://selective.com/about/affiliated-insurers.aspx).

3a

40



## 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.

Confidential, unpublished property of Selective Insurance Company of America. Use and distribution limited solely to authorized personnel and appointed agents. Do not duplicate or distribute.

©2019 Selective Ins. Group, Inc., Branchville, NJ. Products vary by jurisdiction, terms, and conditions and are provided by Selective Ins. Co. of America and its insurer affiliates. Details at [selective.com/about/affiliated-insurers.aspx](http://selective.com/about/affiliated-insurers.aspx).

## ElitePac® General Liability Extension Endorsement

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 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
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
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

3a

42

## ElitePac® General Liability Extension Endorsement

Coverage	Limit
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

Confidential, unpublished property of Selective Insurance Company of America. Use and distribution limited solely to authorized personnel and appointed agents. Do not duplicate or distribute.

©2024 Selective Ins. Group, Inc., Branchville, NJ. Products vary by jurisdiction, terms, and conditions and are provided by Selective Ins. Co. of America and its insurer affiliates. Details at [selective.com/about/affiliated-insurers.aspx](https://selective.com/about/affiliated-insurers.aspx).

# COVERAGE SUMMARY



## ElitePac<sup>®</sup> Commercial Auto Extension Endorsement

The following forms are included:

- CA 7809NY ElitePac<sup>®</sup> Commercial Automobile Extension
- CA 7816NY Schedule ElitePac<sup>®</sup> Commercial Automobile Extension

Coverage	Limit
<b>Amendments To Section II – Liability Coverage</b>	
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"
<b>Amendments To Section III – Physical Damage Coverage</b>	
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"

3a

44

# COVERAGE SUMMARY



## ElitePac<sup>®</sup> Commercial Auto Extension Endorsement

Coverage	Limit
<b>Amendments To Section III – Physical Damage Coverage, Continued</b>	
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”
<b>Amendments To Section IV – Business Auto Conditions</b>	
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
<b>Amendments To Section V – Definitions</b>	
Bodily Injury Including Mental Anguish (N/A in New York)	Definition
Coverage Territory – Broadened Definition	Included

Confidential, unpublished property of Selective Insurance Company of America. Use and distribution limited solely to authorized personnel and appointed agents. Do not duplicate or distribute.

©2023 Selective Ins. Group, Inc., Branchville, NJ. Products vary by jurisdiction, terms, and conditions and are provided by Selective Ins. Co. of America and its insurer affiliates. Details at [selective.com/about/affiliated-insurers.aspx](https://selective.com/about/affiliated-insurers.aspx).

3a

45

Genesee Gateway Local Development Corp.  
Dashboard - October 2024  
Balance Sheet - Accrual Basis

DRAFT

	<u>10/31/24</u>	<u>9/30/24</u>	<u>[Per Audit]</u> <u>12/31/23</u>
<b>ASSETS:</b>			
Cash - Unrestricted	\$ 740,706	\$ 742,908	\$ 706,434
Cash - Restricted <sup>(A)</sup> (1)	2,128,702	2,031,654	1,582,013
Cash - Reserved <sup>(B)</sup> (2)	1,578,026	1,637,213	1,336,281
Cash - Subtotal	4,447,434	4,411,775	3,624,728
Accounts Receivable	16,483	11,579	11,320
Interest Receivable	-	-	3,839
Lease Receivable GASB - Current Portion	522,953	522,953	522,953
Loans Receivable - Current Portion <sup>(3)</sup>	220,961	220,579	581,079
Other Current Assets <sup>(4)</sup>	13,467	19,020	3,335
<b>Total Current Assets</b>	<b>5,221,298</b>	<b>5,185,906</b>	<b>4,747,254</b>
Land Held for Dev. & Resale <sup>(5)</sup>	1,968,357	1,968,357	2,182,234
Buildings & Improvements	7,281,719	7,281,719	7,248,621
Furniture, Fixtures & Equipment	35,949	35,949	46,599
Total Property, Plant & Equip.	9,286,025	9,286,025	9,477,454
Less Accumulated Depreciation	(2,695,101)	(2,677,807)	(2,542,265)
<b>Net Property, Plant &amp; Equip.</b>	<b>6,590,924</b>	<b>6,608,218</b>	<b>6,935,189</b>
Lease Receivable GASB - Noncurrent Portion	1,930,390	1,930,390	1,930,390
Loans Receivable - Noncurrent Portion <sup>(Net of \$170,238 Allow for Bad Debt)</sup>	575,942	581,528	777,143
Equity Investment in Genesee Agri-Business, LLC <sup>(6)</sup>	2,562,240	2,562,240	2,562,240
Equity Investment in STAMP Sewer Works, Inc. <sup>(7)</sup>	250,000	250,000	250,000
Equity Investment in STAMP Water Works, Inc. <sup>(8)</sup>	25,000	25,000	25,000
<b>Other Assets</b>	<b>5,343,572</b>	<b>5,349,158</b>	<b>5,544,773</b>
<b>Total Assets</b>	<b>17,155,794</b>	<b>17,143,282</b>	<b>17,227,216</b>
<b>LIABILITIES:</b>			
Accounts Payable <sup>(9)</sup>	32,347	96,275	58,627
Unearned Revenue <sup>(10)</sup>	1,061	0	500
Security Deposits	109,944	109,944	109,944
Loans Payable - Current Portion	99,651	92,779	90,041
Bonds Payable - Current Portion <sup>(5)</sup>	161,442	160,913	156,909
<b>Total Current Liabilities</b>	<b>404,445</b>	<b>459,911</b>	<b>416,021</b>
Loans Payable - Noncurrent Portion	1,756,418	1,772,031	2,001,898
Bonds Payable - Noncurrent Portion	2,032,311	2,047,070	2,179,828
<b>Total Noncurrent Liabilities</b>	<b>3,788,729</b>	<b>3,819,101</b>	<b>4,181,726</b>
<b>Total Liabilities</b>	<b>4,193,174</b>	<b>4,279,012</b>	<b>4,597,747</b>
<b>DEFERRED INFLOW OF RESOURCES</b>			
Deferred Inflow - Leases	2,373,512	2,373,512	2,373,512
<b>Total Deferred Inflow of Resources</b>	<b>2,373,512</b>	<b>2,373,512</b>	<b>2,373,512</b>
<b>EQUITY</b>	<b>\$ 10,589,108</b>	<b>\$ 10,490,758</b>	<b>\$ 10,255,957</b>

**Significant Events:**

1. Cash Restricted YTD - Increase due to the receipt of the Plug Power Host Benefit payment (\$900,228).
2. Cash Reserved YTD - Received \$100K in Workforce Dev/Ec Dev Program Support Grants from Oak Orchard Solar, AES Rt 5 Storage, NY CGD Genesee #1 & #4.
3. Loans Receivable Current Portion YTD - The Board approved forgiveness of Freightliner's deferred loan, in accordance with the terms & conditions of the loan agreement.
4. Other Current Assets - Prepaid General Liability, Umbrella, D&O and Cyber insurance.

5. Land Held for Dev. & Resale & Bonds Payable Noncurrent Portion YTD - Proceeds from the MedTech Landing land sale at MedTech Park were applied to the USDA Bond.
6. Equity Investment in Genesee Agri-Business, LLC - Ties to corresponding GAB,LLC financial statements.
7. Equity Investment in STAMP Sewer Works, Inc. - Distributions to this entity to cover start up costs and legal fees.
8. Equity Investment in STAMP Water Works, Inc. - Distributions to this entity to cover start up costs.
9. Accounts Payable - Grant for continuing Economic Development Program support, MedTech Centre Property Mgmt, etc.
- 10 Unearned Revenue - Rent received in advance.

(A) Restricted = DL Community Benefit Agreement (CBA) Funds, Plug Power Host Community Investment Funds, Security Deposits, USDA Debt Sinking Fund.

(B) Reserved = OCR loan repayments, Strategic Investment Funds, Economic Development Loan Funds, Batavia Micropolitan Area Redevelopment Loan Funds, Grant Funds.

DRAFT

**Genesee Gateway Local Development Corp.  
Dashboard - October 2024  
Profit & Loss - Accrual Basis**

	Month to Date		YTD		2024	2024
	10/31/24	10/31/23	2024	2023	Board Approved	YTD %
					Budget	of Budget
<b>Operating Revenues:</b>						
Grants (1)	\$ 93,000	\$ -	\$ 1,095,228	\$ 1,495,660	\$ 1,822,876	60%
Interest Income on Loans	3,444	3,657	35,772	29,150	39,477	91%
Rent	63,766	58,879	626,556	625,082	767,488	82%
Common Area Fees - Parks	-	-	3,030	500	500	606%
Fees	-	-	-	4,250	-	N/A
Other Revenue	669	62	11,465	562	-	N/A
Land Sale Proceeds	-	-	200,000	-	-	N/A
<b>Total Operating Revenues</b>	<b>160,879</b>	<b>62,598</b>	<b>1,972,051</b>	<b>2,155,204</b>	<b>2,630,341</b>	
<b>Operating Expenses:</b>						
Operations & Maintenance	12,807	18,249	163,010	156,658	345,024	47%
Professional Services	8,114	11,162	86,737	137,109	137,168	63%
Econ. Dev. Prog. Support Grant	25,000	25,000	250,000	250,000	300,000	83%
Site Development Expense (2)	-	-	485,753	-	578,883	84%
Cost of Sales	-	-	254,423	-	-	N/A
Grant Expense (3)	-	235,000	226,500	950,703	869,648	26%
Real Estate Dev. (Capitalized)	-	-	-	-	20,000	0%
Buildings/Furniture/Equip. (Capitalized) (4)	-	-	33,098	-	50,000	66%
Balance Sheet Absorption	-	-	(33,098)	-	(70,000)	47%
Depreciation	17,294	16,176	163,486	161,751	193,385	85%
<b>Total Operating Expenses</b>	<b>63,215</b>	<b>305,587</b>	<b>1,629,909</b>	<b>1,656,221</b>	<b>2,424,108</b>	
<b>Operating Revenue (Expense)</b>	<b>97,664</b>	<b>(242,989)</b>	<b>342,142</b>	<b>498,983</b>	<b>206,233</b>	
<b>Non-Operating Revenues (Expenses):</b>						
Other Interest Income (5)	11,599	11,002	110,940	69,555	62,500	178%
Interest Expense	(10,913)	(12,414)	(119,931)	(127,185)	(144,639)	83%
<b>Total Non-Operating Exp.</b>	<b>686</b>	<b>(1,412)</b>	<b>(8,991)</b>	<b>(57,630)</b>	<b>(82,139)</b>	
<b>Change in Net Assets</b>	<b>98,350</b>	<b>(244,401)</b>	<b>333,151</b>	<b>441,353</b>	<b>\$ 124,094</b>	
<b>Net Assets - Beginning</b>	<b>10,490,758</b>	<b>10,093,074</b>	<b>10,255,957</b>	<b>9,407,320</b>		
<b>Net Assets - Ending</b>	<b>\$ 10,589,108</b>	<b>\$ 9,848,673</b>	<b>\$ 10,589,108</b>	<b>\$ 9,848,673</b>		

**Significant Events:**

1. Grant Revenue - Darien Lake CBA payment (\$93K); YTD includes Plug Power Host Community Investment Agreement (\$900K); ESL Federal Credit Union pass-through grant to BEA supporting Young Dexter STEAM Camp (\$2K); Workforce Dev/Ec Dev Program Support Grants from Oak Orchard Solar, AES Rt 5 Storage LLC NY CGD and Genesee #1 & #4(\$100K).
2. Site Development Expense YTD - Payment made to the Town of Pembroke per the 2019 Sewer Supply Agreement supporting construction costs of the Corfu wastewater treatment facility expansion.
3. Grant Expense YTD - The Board approved forgiveness of Freightliner's deferred loan, in accordance with the terms & conditions of the loan agreement.
4. Buildings / Furniture / Equipment YTD - MedTech Centre building light fixture upgrades to LED.
5. Other Interest Income - Interest rates have increased substantially; invested funds into CDs for additional interest.



**Genesee Gateway Local Development Corp.**  
**October 2024 Dashboard**  
**Statement of Cash Flows**

DRAFT

	October 2024	YTD
<b>CASH PROVIDED BY OPERATING ACTIVITIES:</b>		
Grant Income	\$ 93,000	\$ 1,095,228
Interest Income on Loans	3,444	35,272
Rental Income	60,592	622,806
Common Area Fees - Parks	-	3,030
Other Revenue	-	11,149
Net Land Sale Proceeds	-	200,000
Operations & Maintenance	(7,254)	(179,418)
Professional Services	(22,042)	(81,277)
Economic Development Program Support Grant	(75,000)	(225,000)
Site Development Expense	-	(485,753)
Cost of Land Sales	-	(40,546)
Grant Expense	-	(6,000)
Repayment of Loans	5,204	336,819
Net Cash Provided By Operating Activities	57,944	1,286,310
<b>CASH FLOWS USED BY CAPITAL &amp; RELATED FINANCING ACTIVITIES:</b>		
Principal Payments on Bonds & Loans	(22,971)	(378,854)
Interest Paid on Bonds & Loans	(10,913)	(119,931)
Purchase/Improvements of Buildings/Furniture/Equipment	-	(79,598)
Net Cash Used By Capital & Related Financing Activities	(33,884)	(578,383)
<b>CASH FLOWS PROVIDED BY INVESTING ACTIVITIES:</b>		
Interest Income	11,599	114,779
Net Cash Provided By Investing Activities	11,599	114,779
Net Change in Cash	35,659	822,706
Cash - Beginning of Period	4,411,775	3,624,728
Cash - End of Period	\$ 4,447,434	\$ 4,447,434
<b>RECONCILIATION OF OPERATING REVENUE TO NET CASH PROVIDED BY OPERATING ACTIVITIES:</b>		
Operating Revenue	\$ 97,664	\$ 342,142
Adjustments:		
Depreciation Expense	17,294	163,486
Decrease in Land Held For Dev. & Resale	-	213,877
Increase in Accounts Receivable	(4,904)	(5,163)
Decrease (Increase) in Other Current Assets	5,553	(10,132)
Decrease in Loans Receivable	5,204	561,319
Increase (Decrease) in Operating Accounts Payable	(63,928)	20,220
Increase in Unearned Revenue	1,061	561
Total Adjustments	(39,720)	944,168
Net Cash Provided By Operating Activities	\$ 57,944	\$ 1,286,310

**Genesee Gateway Local Development Corp.**  
**Dashboard - October 2024**  
**Balance Sheet - Accrual Basis**

DRAFT

	<u>GGLDC</u>		<u>GABLLC</u>		<u>COMBINED</u>	
	<u>10/31/24</u>	<u>10/31/24</u>	<u>Eliminations</u>	<u>10/31/24</u>	<u>Per Audit</u>	<u>12/31/2023</u>
<b>ASSETS:</b>						
Cash - Unrestricted	\$ 740,706	\$ -	\$ -	\$ 740,706	\$	3,399,008
Cash - Restricted (A)	2,128,702	-	-	2,128,702		1,582,013
Cash - Reserved (B)	1,578,026	2,867,922	-	4,445,948		1,336,281
Cash - Subtotal	4,447,434	2,867,922	-	7,315,356		6,317,302
Accts Receivable - Current	16,483	-	-	16,483		15,520
Interest Receivable - Current	-	-	-	-		8,246
Lease Receivable GASB - Current	522,953	13,946	-	536,899		536,899
Loans Receivable - Current	220,961	-	-	220,961		581,079
Other Current Assets	13,467	-	-	13,467		3,335
<b>Total Current Assets</b>	<b>5,221,298</b>	<b>2,881,868</b>	<b>-</b>	<b>8,103,166</b>		<b>7,462,381</b>
Land & Improvements	1,968,357	1,339,730	-	3,308,087		3,521,964
Buildings & Improvements	7,281,719	-	-	7,281,719		7,248,621
Furniture, Fixtures & Equipment	35,949	-	-	35,949		46,599
Total Property, Plant & Equip.	9,286,025	1,339,730	-	10,625,755		10,817,184
Less Accumulated Depreciation	(2,695,101)	-	-	(2,695,101)		(2,542,265)
<b>Net Property, Plant &amp; Equip.</b>	<b>6,590,924</b>	<b>1,339,730</b>	<b>-</b>	<b>7,930,654</b>		<b>8,274,919</b>
Lease Receivable GASB - Noncurrent	1,930,390	94,968	-	2,025,358		2,025,358
Loans Receivable - Noncurrent	575,942	-	-	575,942		777,143
Equity Investment in GAB, LLC	2,562,240	-	(2,562,240)	-		-
Equity Investment in STAMP Sewer Works, Inc.	250,000	-	-	250,000		250,000
Equity Investment in STAMP Water Works, Inc.	25,000	-	-	25,000		25,000
<b>Other Assets</b>	<b>5,343,572</b>	<b>94,968</b>	<b>(2,562,240)</b>	<b>2,876,300</b>		<b>3,077,501</b>
<b>TOTAL ASSETS</b>	<b>17,155,794</b>	<b>4,316,566</b>	<b>(2,562,240)</b>	<b>18,910,120</b>		<b>18,814,801</b>
<b>LIABILITIES:</b>						
Accounts Payable	32,347	-	-	32,347		58,627
Unearned Revenue	1,061	-	-	1,061		1,773
Customer Deposit (1)	-	40,000	-	40,000		20,000
Security Deposits	109,944	-	-	109,944		109,944
Loans Payable - Current Portion	99,651	-	-	99,651		90,041
Bonds Payable - Noncurrent Portion	161,442	-	-	161,442		156,909
<b>Total Current Liabilities</b>	<b>404,445</b>	<b>40,000</b>	<b>-</b>	<b>444,445</b>		<b>437,294</b>
Loans Payable - Noncurrent Portion	1,756,418	-	-	1,756,418		2,001,898
Bonds Payable - Noncurrent Portion	2,032,311	-	-	2,032,311		2,179,828
<b>Total Noncurrent Liabilities</b>	<b>3,788,729</b>	<b>-</b>	<b>-</b>	<b>3,788,729</b>		<b>4,181,726</b>
<b>TOTAL LIABILITIES</b>	<b>4,193,174</b>	<b>40,000</b>	<b>-</b>	<b>4,233,174</b>		<b>4,619,020</b>
<b>DEFERRED INFLOW OF RESOURCES</b>						
Deferred Inflow - Leases	2,373,512	108,914	-	2,482,426		2,482,426
<b>Total Deferred Inflow of Resources</b>	<b>2,373,512</b>	<b>108,914</b>	<b>-</b>	<b>2,482,426</b>		<b>2,482,426</b>
<b>EQUITY</b>	<b>\$ 10,589,108</b>	<b>\$ 4,167,652</b>	<b>\$ (2,562,240)</b>	<b>\$ 12,194,520</b>	<b>\$</b>	<b>11,713,355</b>

(A) Restricted - DL Community Benefit Agreement (CBA) Funds, Plus Power Host Community Investment Funds, Security Deposits, USDA Debt Sinking Fund.  
(B) Reserved - OCR loan repayments, Strategic Investment Funds, Economic Development Loan Funds, Batavia Metropolitan Area Redevelopment Loan Funds, Grant Funds.

**Significant Events:**

1. Customer Deposit YTD - CH4Biogas.

DRAFT

Genesee Gateway Local Development Corp.  
 Dashboard - October 2024  
 Profit & Loss - Accrual Basis

	GGLDC		GABLLC		COMBINED	
	10/31/24	10/31/2024	Eliminations	10/31/24	Combined YTD	
<u>Operating Revenues:</u>						
Grants	\$ 93,000	\$ -	\$ -	\$ 93,000	\$ 1,095,228	
Interest Income on Loans	3,444	-	-	3,444	35,772	
Rent	63,766	1,299	-	65,065	681,495	
Common Area Fees - Parks	-	-	-	-	12,274	
Other Revenue <sup>(1)</sup>	669	-	-	669	31,465	
Land Sale Proceeds	-	-	-	-	200,000	
<b>Total Operating Revenues</b>	<b>160,879</b>	<b>1,299</b>	<b>-</b>	<b>162,178</b>	<b>2,056,234</b>	
<u>Operating Expenses:</u>						
Operations & Maintenance	12,807	-	-	12,807	167,606	
Professional Services	8,114	-	-	8,114	86,737	
Econ. Dev. Program Support Grant	25,000	-	-	25,000	250,000	
Site Development Expense	-	-	-	-	485,753	
Cost of Sales	-	-	-	-	254,423	
Grant Expense	-	-	-	-	226,500	
Buildings/Furniture/Equip. (Capitalized)	-	-	-	-	33,098	
Balance Sheet Absorption	-	-	-	-	(33,098)	
Depreciation	17,294	-	-	17,294	163,486	
<b>Total Operating Expenses</b>	<b>63,215</b>	<b>-</b>	<b>-</b>	<b>63,215</b>	<b>1,634,505</b>	
<b>Operating Revenue (Expense)</b>	<b>97,664</b>	<b>1,299</b>	<b>-</b>	<b>98,963</b>	<b>421,729</b>	
<u>Non-Operating Revenues (Expenses):</u>						
Other Interest Income	11,599	6,082	-	17,681	179,367	
Interest Expense	(10,913)	-	-	(10,913)	(119,931)	
<b>Total Non-Operating Rev (Exp)</b>	<b>686</b>	<b>6,082</b>	<b>-</b>	<b>6,768</b>	<b>59,436</b>	
<b>Change in Net Assets</b>	<b>98,350</b>	<b>7,381</b>	<b>-</b>	<b>105,731</b>	<b>481,165</b>	
<b>Net Assets - Beginning</b>	<b>10,490,758</b>	<b>4,160,271</b>	<b>(2,562,240)</b>	<b>12,088,789</b>	<b>11,713,355</b>	
<b>Net Assets - Ending</b>	<b>\$ 10,589,108</b>	<b>\$ 4,167,652</b>	<b>\$ (2,562,240)</b>	<b>\$ 12,194,520</b>	<b>\$ 12,194,520</b>	

**GGLDC**  
**Audit & Finance Committee Report**  
**December 3, 2024**

**Grant Consulting Services**

The GGLDC issued a Request for Proposals on 10/22/24 for technical consulting services in the areas of community and economic development. The Office of Community Renewal (OCR) requires bidding for these services every three years. One proposal was received from H. Sicherman & Company, Inc. dba The Harrison Studio.

The team at H. Sicherman & Company, Inc. provides technical services in the areas of economic development, community development, management and administrative services related to the Community Development Block Grant (CDBG) Program.

We are requesting approval of a one-year contract with H. Sicherman & Company, Inc. for 2025 grant consulting services.

Total contract charges for 2025 under the proposed agreement shall not exceed \$25,000.

Total contract charges for 2025 that are not reimbursable to the GGLDC from third-party sources shall not exceed \$15,000.



November 13, 2024

Lezlie Farrell, CPA  
Chief Financial Officer, GCEDC  
99 MedTech Drive, Suite 106  
Batavia, New York 14020

Dear Ms. Farrell;

H. Sichertman & Company, Inc. dba The Harrison Studio (“*The Harrison Studio*”) is pleased to have the opportunity to submit this proposal to provide services to Genesee Gateway Local Development Corporation (GGLDC) in connection with the implementation, management, and administration of anticipated grants to be awarded to Genesee County or municipalities within the County by the New York State Office of Community Renewal (OCR) from the Community Development Block Grant (CDBG) program, and to assist with the administration, management, and implementation of existing programming; provide commercial credit underwriting and loan management services for revolving loan programs, and provide general economic development services.

*The Harrison Studio* currently provides a wide variety of services to municipalities and nonprofit organizations throughout New York State in the areas of grant administration, economic development, community development, and procurement of public and institutional financing. All of our staff have particular experience and expertise in planning and CDBG projects and programs.

### **Personnel**

The following personnel are available to provide services associated with this proposal:

**R. Charles Bell, President** - Mr. Bell joined *The Harrison Studio* in 2015 after 12 years managing community and economic development programming for municipalities and local development corporations in three Western New York communities, most recently as the President and CEO of the Greater Lockport Development Corporation. Mr. Bell has extensive experience and expertise in community and economic development and is highly regarded for his ability to take high-profile initiatives from planning through implementation, with a particular emphasis on financing and overall project management.

**Michael Zimmerman, Senior Vice President** – Mr. Zimmerman joined *The Harrison Studio* in 2021 after a 10-year tenure at the City of North Tonawanda, New York, most recently as the City’s Community Development Director and Executive Director of the Lumber City Development Corporation. Mr. Zimmerman manages a variety of economic and community development initiatives including the underwriting and documentation of commercial grants and loans, grant applications and post-approval administration, and the planning and implementation of commercial, industrial, and real estate projects and programs.

**Greg Merriam, Senior Planner** - Mr. Merriam joined *The Harrison Studio* in 2015 after nine years supporting community planning, land development, and environmental impact analysis projects for two engineering firms in New York’s Capital District. He has a strong academic background and professional experience in leading and supporting project teams in the preparation of community plans, has served as lead author/planner on a variety of environmental impact analysis projects, has a strong working understanding of SEQR, visual impact analysis, and fiscal impact analysis techniques, and has extensive experience in federal environmental review (NEPA) requirements and their applicability to CDBG activities. In addition to providing planning and environmental review services, Mr. Merriam works closely with *The Harrison Studio*’s clients during project implementation in addressing cost documentation, funding disbursements, and overall regulatory and institutional compliance.

**Diane K. Church, Senior Associate** came to *The Harrison Studio* in 2017 after completing a distinguished legal career including 26 years as a senior attorney and partner at Hurwitz & Fine, PC in Buffalo, New York. Ms. Church, who has extensive contract preparation, research, and writing experience and expertise, spent much of her career acting as general counsel to industrial development agencies, local development corporations, and other affiliated not-for profit entities. Ms. Church assists the firm’s clients with a wide variety of community and economic development services including program and project development, regulatory and institutional compliance, commercial and industrial financing, and grant writing.

**Michael G. Thomas, Vice President, Commercial Finance** – Mr. Thomas joined *The Harrison Studio* in 2021, bringing with him an extensive commercial credit background developed in positions at Northwest Bank and HSBC. Mr. Thomas, who is responsible for the firm’s commercial, industrial, and real estate underwriting and financial analysis, also assists small business and microenterprise clients with financial packaging and general business planning decisions.

**Karen Burke, Senior Associate** – Ms. Burke has extensive administrative experience, including working as the Office Coordinator and Assistant to the Executive Director of the Canisius College Women’s Business Center, where she regularly interacted with the Center’s clients and assisted with grant reporting, maintained client statistical data, and prepared financial reports. Ms. Burke joined *The Harrison Studio* in 2021 and assists the firm’s clients with a variety of technical support services, particularly in the areas of grant management.

**Harry Sicherman** - Mr. Sicherman has extensive expertise in all facets of community and economic development acquired during a 42-year career that has included positions at the U. S. Department of Housing and Urban Development and as a principal of private consulting firms. Mr. Sicherman has substantial experience in designing, managing, and administering community development programs in both the public and private sectors. He has particular expertise regarding the administration and management of CDBG programs, and currently provides community and economic development services to numerous municipalities and nonprofit development organizations throughout New York State.

## **Proposed Services**

*The Harrison Studio* proposes to provide all the services included in the Request for Proposals, summarized as follows:

### OCR Grants and CDBG Funding

1. Technical assistance necessary for the administration of any future OCR grants including, but not limited to assisting the GGLDC in the establishment and maintenance of books of account, developing and implementing management systems to provide appropriate recordkeeping, assistance in the procurement, selection, and award of contracts as necessary, preparation of required environmental review records, assurance of consistency with all Federal requirements regarding procurement, labor standards, fair housing, etc., preparation of required reports, oversight of audit activities, preparation for and attendance at OCR on-site monitoring, preparation of grant closeout materials, and all other activities of an administrative nature.

### General Services

1. Technical assistance regarding the planning and implementation of community development projects including municipal infrastructure, community facilities, housing and public services.
2. Assistance regarding the financing of economic development projects including the preparation of grant and loan or deferred loan documents as applicable, procurement of project cost documentation, review of grant and loan disbursement documentation, assistance to the company regarding employment requirements and documentation, monitoring of employment and financial information, and other related services as required.

3. Assistance regarding the development, administration, and implementation of economic development projects, including requirements and systems necessary for compliance associated with the use of federal CDBG funds; technical assistance regarding the financing of commercial and industrial projects; provision of credit analysis and loan portfolio management services; and all other factors associated with the provision of public financing for economic development activities.
4. Other general planning and community development activities as may be required including municipal planning, appropriate land use, preparation of grant application and other applications for financial assistance.

### **Background Information and Client Lists**

*The Harrison Studio* and its staff have a long history of providing economic development services to municipalities, quasi-public agencies and authorities, not for-profit corporations, and other civic entities throughout upstate New York. Some of our current clients that operate similarly to the GGLDC include the following:

Chautauqua Region EDC	Greene County EDC
Niagara County Development Corp	Orleans County LDC
Livingston County Development Corp	Hamburg Development Corp
Lumber City Development Corp	Olean Local Development Corp
Finger Lakes Horizon EDC	Hamilton Partnership for Community Dev
Greater Lockport Development Corp	Seneca County EDC
Allegany County IDA	Wyoming County Business Assistance Corp

The Harrison Studio provides a variety of services on behalf of these clients, including the following representative and diverse initiatives:

#### CDBG Economic Development and Small Business Grants

*The Harrison Studio* routinely plans, structures, applies for, and administers CDBG grants for small business and large-scale economic development projects for its not-for-profit clients. We have been the leader in this field throughout New York State, having procured and successfully implemented over 100 grants since the State's assumption of the program in 2000. The revenue produced from those grants represents a significant portion of the annual operating budget for many of our clients. OCR grants we have successfully procured and implemented for projects in Genesee County include: HP Hood LLC (Town of Batavia and Genesee County), Upstate Niagara Cooperative, Inc. (Town of Batavia), and Freightliner & Western Star of Batavia (Town of Batavia).



### Business Financing

*The Harrison Studio* routinely provides a variety of services associated with commercial and industrial financing including the planning and implementation of grant and loan programs, credit analysis and underwriting, loan packaging, and loan management. The firm also has extensive experience in developing, funding, and implementing CDBG funded assistance programming.

### Community and Economic Development

*The Harrison Studio* assists its clients in all facets of community and economic development including strategic planning; commercial, industrial and residential development; organizational development; and administrative compliance. Specialty areas include downtown revitalization, historic tax credit financing, and access to all municipal, quasi-municipal, and foundation incentives.

## **Experience and Technical Expertise**

As noted in the staff biographies, all senior staff have substantial experience in planning, financing, and implementing a wide variety of community and economic development activities including numerous microenterprise programs. The firm and its staff have had a daily involvement in the procurement, implementation, and management of OCR funding. Mr. Sicherman and Mr. Bell are both highly respected in the community development field.

With respect to CDBG and particularly OCR funding, Mr. Sicherman has maintained an intimate involvement with CDBG funding since his tenure at the U. S. Department of Housing and Urban Development where he had program management responsibilities for \$50+ million in annual CDBG awards. His work in developing and refining the use of CDBG funding for economic development activities served as a foundation for the federal regulations that remain in use to this day. Mr. Sicherman's career in the private sector spans almost 30 years. Mr. Sicherman has a strong technical background in commercial lending including the closing and funding of CDBG loans and grants. The firm has routinely provided commercial credit analysis and loan portfolio management services to a wide range of municipal, quasi-public, and not-for-profit clients throughout New York State since its inception in 1998, and Mr. Sicherman has provided those services throughout his private sector career.

Both Mr. Merriam and Mr. Zimmerman have extensive experience in the implementation of CDBG grants, including interfacing with grant applicants/recipients and OCR staff; in Mr. Merriam's case on behalf of multiple clients of *The Harrison Studio* and in Mr. Zimmerman's case as the Executive Director of Lumber City Development Corporation, which administered North Tonawanda's CDBG microenterprise assistance program and

economic development grants, and more recently on behalf of multiple clients of *The Harrison Studio*. All staff have the ability to participate, as needed, in every aspect of a CDBG program, from program design and document preparation, to processing of applications and review and processing of draw requests.

## Remuneration

Remuneration for all proposed services will be charged as follows:

1. The Harrison Studio labor will be charged at the following rates through December 31, 2025:

R. Charles Bell .....	\$175.00 per hour
Michael Zimmerman .....	\$175.00 per hour
Harry Sicherman .....	\$175.00 per hour
Greg Merriam II .....	\$150.00 per hour
Diane Church .....	\$145.00 per hour
Michael Thomas .....	\$145.00 per hour
Karen Burke .....	\$120.00 per hour
Rate in travel status .....	\$ 80.00 per hour (all personnel)

The labor rates for services provided in subsequent calendar years will be computed by multiplying the rates in effect for the prior year by 1.03 and rounding up to the next whole dollar amount. The labor rates are fully loaded and are inclusive of all salaries, fringes, clerical, and related costs. The overhead and profit percentages for all labor rates average approximately 110% and 15% of labor cost respectively.

2. Travel by private automobile will be charged at the maximum Federal reimbursement rate.
3. All other expenses will be charged at cost.
4. Charges for services rendered in connection with activities funded with economic development grants will be consistent with OCR guidelines and shall not exceed the amounts allocated under the grants for grant administration and program delivery.

## Summary

H. Sicherman & Company, Inc. dba *The Harrison Studio* is pleased to have the opportunity to propose services to the Genesee Gateway Local Development Corporation. Enclosed are materials regarding the firm including references and staff information. If you require additional information, please contact me directly at (716) 462-6600.

Sincerely,

A handwritten signature in blue ink that reads "R. Charles Bell". The signature is written in a cursive style with a large, stylized initial "R".

R. Charles Bell  
President/Partner

## Resume

**NAME:** Harry Sicherman  
**Title:** Founder  
**Employer:** The Harrison Studio

### EDUCATION

1975 B.A. - Behavioral Sciences (awarded *magna cum laude*) SUNY Institute of Technology, Utica, NY  
1976-77 Graduate Studies - SUNY at Buffalo School of Law

### MILITARY SERVICE

1971-1975 United States Air Force - active duty

### SUMMARY EXPERIENCE

Harry Sicherman has maintained an intimate involvement with community and economic development programs since beginning a career with the United States Department of Housing and Urban Development in 1978 as a Community Planning and Development Representative. For eight years in that capacity, and during a subsequent 34 years as the principal of private consulting firms, Mr. Sicherman has played a leading role in the development and implementation of a variety of federal, state, and local programs for economic development, housing, social services, and municipal infrastructure. His career has been highlighted by numerous significant engagements, including assistance provided in the planning and implementation of programming for the revitalization of Lower Manhattan under Congress' initial \$2.2 billion Emergency Response Act appropriation arising from the September 11, 2001 attacks on the World Trade Center. Mr. Sicherman is a widely recognized expert in the due diligence and regulatory requirements associated with the implementation of the federal Community Development Block Grant program.

### EMPLOYMENT HISTORY

H. Sicherman & Company, Inc.	President	1998-present
EastWest Planning & Development, Inc.	President	1991-1997
Sicherman Consulting Services	Proprietor	1987-1991
Don Warren Hall & Associates	Associate	1986-1987
U. S. Dept. of Housing & Urban Development	CPD Rep.	1978-1986
United States Air Force (active duty)		1971-1975

### COMMUNITY ACTIVITIES

Treasurer, Erie Canalway National Heritage Corridor Commission  
Board Member, Erie Canalway Heritage Fund, Inc.

## Resume

**NAME:** R. Charles Bell  
**Title:** President  
**Employer:** The Harrison Studio

### EDUCATION

1993-97 B.S. – Sociology  
Ithaca College, Ithaca, NY

2002-03 Graduate Studies – SUNY at Buffalo, NY Department of Urban and Regional  
Planning

2007-09 Masters of Business Administration, Canisius College, Buffalo, NY

### SUMMARY EXPERIENCE

Chuck Bell joined *The Harrison Studio* in 2015 after twelve years managing community and economic development programming for municipalities and local development corporations in three Western New York communities, most recently as the President and CEO of the Greater Lockport Development Corporation. Mr. Bell is highly regarded for his ability take high-profile initiatives from planning through implementation as evidenced by The Remington Lofts and Webster Street Revitalization projects in North Tonawanda, New York and a string of signature projects in Lockport, New York including financing and construction of the Lockport Ice & Sports Arena, Canal Street revitalization, and redevelopment of the 500,000 square foot Harrison Place industrial campus.

### EMPLOYMENT HISTORY

H. Sichertman & Company, Inc.	Vice President	2015-present
City of Lockport, New York	Director of Planning & Dev.	2011-2015
Greater Lockport Development Corp.	President/CEO	2011-2015
City of North Tonawanda, New York	Planning & Dev. Coordinator	2004-2011
Town of Tonawanda Development Corp.	Empire Zone Coordinator	2002-2004
NVS Interactive Media	Accounts Manager	1999-2002
Thomas Planning Services, Inc.	Junior Planner	1997-1999

### COMMUNITY ACTIVITIES

President, Lockport Ice Arena & Sports Center, Inc.  
Member, Lockport Rotary

## Resume

**NAME:** Michael Zimmerman  
**Title:** Senior Vice President  
**Employer:** The Harrison Studio

### EDUCATION

2003-07 B.S. – Political Science  
State University of New York at Buffalo  
2009-11 Masters of Urban Planning  
State University of New York at Buffalo

### SUMMARY EXPERIENCE

Michael Zimmerman joined *The Harrison Studio* in 2021 after ten years in community and economic development roles within the City of North Tonawanda, New York. Mr. Zimmerman's professional experience has included commercial lending, grants management, municipal planning, Community Development Block Grant projects, historic preservation, brownfield redevelopment, and concept and site planning. In roles with both the City of North Tonawanda and Lumber City Development Corporation, Mr. Zimmerman administered grant and loan programs as part of a targeted community revitalization effort and oversaw numerous downtown and waterfront redevelopment projects. As Director of Development for *The Harrison Studio*, Mr. Zimmerman manages a variety of economic and community development initiatives including the underwriting and documentation of commercial grants and loans, grant applications and post-approval administration, and the planning and implementation of commercial, industrial, and real estate projects and programs.

### EMPLOYMENT HISTORY

H. Sicherman & Company, Inc.	Director of Development	2021-present
City of North Tonawanda	Community Development Direc	2014-2021
Lumber City Development Corpora	Executive Director	2014-2021
	Planner/Developer	2011-2014

### PROFESSIONAL AFFILIATIONS/HONORS

Destination Niagara USA, Board of Directors  
Niagara USA Chamber of Commerce, Rising Star Award  
SBA Buffalo District, Financial Services Champion of the Year Award

## Resume

**NAME:** Diane K. Church  
**Title:** Senior Associate  
**Employer:** The Harrison Studio

### EDUCATION

1977-81 B.A. with Honors – History  
Harpur College, State University of New York at Binghamton

1981 Program in Social Sciences - Brunel University, Uxbridge, Middlesex, England

1981-84 Juris Doctor Degree with Honors  
Duke University School of Law

### SUMMARY EXPERIENCE

Diane K. Church joined *The Harrison Studio* in 2017 after practicing law for over thirty years. As an attorney, Ms. Church specialized in economic development law and commercial real estate and finance, acting as general and transaction counsel for industrial development agencies, local development corporations and other affiliated not-for-profit corporations throughout Western New York, representing commercial lenders in commercial loan transactions throughout New York State, and handling a variety of real estate transactions. Ms. Church has experience with the administration and closing of Federal and State funded loans and grants and tax-exempt lease transactions, and has assisted economic development clients with corporate and statutory compliance. Since joining *H. Sicherman / the Harrison Studio*, Ms. Church has worked on a variety of economic and community development initiatives, including assisting in the underwriting and documentation of commercial loans, preparing loan fund compliance plans, assisting with grant applications and grant administration and documentation, and providing research and support for redevelopment proposals.

### EMPLOYMENT HISTORY

H. Sichertman & Company, Inc.	Senior Associate	2017-present
Hurwitz & Fine, P.C.	Attorney/Member	1991-2017
Moot & Sprague	Associate Attorney	1987-1990
Bond, Schoeneck & King	Associate Attorney	1984-1987

### PROFESSIONAL ASSOCIATIONS/HONORS

Member, New York State Bar Association

Recognized in Business First's Who's Who in Law, Banking and Finance and Municipal Law Categories, and in The Best Lawyers in America

James S. Bidlake Memorial Award for Superior Achievement in Legal Research and Writing

Phi Beta Kappa

## Resume

**NAME:** Michael G. Thomas  
**Title:** Vice President, Commercial Finance  
**Employer:** The Harrison Studio

### EDUCATION

2006 B.S. – Business Administration, Finance  
State University of New York at Buffalo

### SUMMARY EXPERIENCE

Michael Thomas joined *The Harrison Studio* in 2021 after a 16-year career in commercial lending at two Western New York banking institutions. Mr. Thomas has extensive experience in all aspects of commercial, industrial, and mortgage lending, including credit analysis, loan packaging, and closings. He works closely with the firm's clients in developing and implementing commercial lending programs, assists loan applicants in submissions and debt structuring, advise microenterprise clients in business credit decisions, performs credit analysis and loan portfolio management functions, and assists clients in loan closing activities. Mr.

Mr. Thomas also assists in-house staff in financial modeling and analysis of commercial, industrial, and mixed-use real estate transactions.

### EMPLOYMENT HISTORY

H. Sicherman & Company, Inc.	VP, Commercial Finance	2021-present
Northwest Bank	Commercial Lender	2008-2021
HSBC Mortgage Corporation	Mortgage Lending Specialist	2002-2008

### PROFESSIONAL AFFILIATIONS/HONORS

Treasurer, Young Audiences of Western New York Society, Board of Directors



## Resume

**NAME:** Greg Merriam II, AICP

Title: Director of Operations & Planning

Employer: The Harrison Studio

### EDUCATION

2004 B.A. – Environmental Design  
SUNY at Buffalo, Buffalo, NY

2006 Master's Degree – Urban Planning  
SUNY at Buffalo, Buffalo, NY  
Department of Urban and Regional Planning

### SUMMARY EXPERIENCE

Greg Merriam joined *The Harrison Studio* in 2015 after nine years supporting community planning, land development, and environmental impact analysis projects for engineering firms in the Capital Region of New York State. Mr. Merriam has a strong academic background and professional experience in leading and supporting project teams in all aspects of community planning and development. His exceptional project management and communication skills make him an extremely valuable asset in implementing the company's community and economic development programming. Mr. Merriam has served as lead author/ planner on a variety of environmental impact analysis projects and has a strong working understanding of SEQR, visual impact analysis, and fiscal impact analysis techniques.

### EMPLOYMENT HISTORY

H. Sicherman & Company, Inc.	Senior Planner	2015-present
The Chazen Companies	Planner	2012-2015
The LA Group	Planner	2007-2011

The Harrison Studio

Current and Recent Client Listing

**Public Agencies**

New York State Office for Small Cities  
Empire State Development Corporation  
NYS Div. of Housing and Community Renewal  
Niagara County Industrial Dev. Agency  
Erie County Industrial Dev. Agency  
Salamanca Industrial Dev. Agency  
County of Orleans Industrial Dev. Agency  
Essex County Industrial Dev. Agency  
Chautauqua County Industrial Dev. Agency  
Madison County Industrial Dev. Agency  
Genesee County Economic Dev. Center  
City of Ithaca Urban Renewal Agency  
City of Olean Urban Renewal Agency  
Schenectady Metroplex Development Authority  
Livingston County Industrial Dev. Agency  
Seneca County Industrial Dev. Agency  
County of Otsego Industrial Dev. Agency  
Allegany County Industrial Dev. Agency  
Wyoming County Industrial Dev. Agency

**Municipalities**

Cattaraugus County, NY  
Chautauqua County, NY  
Erie County, NY  
Greene County, NY  
Madison County, NY  
Ontario County, NY  
Wyoming County, NY  
City of Salamanca, NY  
City of Lockport, NY  
City of Olean, NY  
City of North Tonawanda, NY  
City of Dunkirk  
City of Niagara Falls  
City of Cortland  
Village of Arcade  
Village of Wellsville, NY  
Town of Hamburg, NY  
Town of Amherst, NY  
Town of Cheektowaga, NY  
Town of Tonawanda, NY  
Town of Dunkirk, NY  
Town of East Bloomfield, NY  
Town of Ellicott, NY  
Town of Mina, NY

**Private For-Profit Companies & Nonprofit Organizations**

Cheektowaga Economic Dev. Corporation  
Lumber City Development Corporation  
Orleans County Local Dev. Corporation  
Livingston County Development Corporation  
Greater Lockport Development Corporation  
Genesee Gateway Local Development Corp.  
Finger Lakes Horizon Economic Dev. Corp.  
Wyoming County Business Assistance Corp.  
Wayne Economic Development Corporation  
Washington County Local Dev. Corp.  
Wheatfield Local Development Corporation  
Genesee Foundation, Inc.  
Cattaraugus Co. Business Development Corp.  
Hamburg Development Corporation  
Ontario County Economic Development Corp.  
Niagara County Development Corporation  
West Seneca Development Corporation  
Tompkins County Area Development  
Nestle Purina PetCare, Inc.  
Camoin Associates, Saratoga Springs, NY  
Local Initiatives Support Corporation  
Enterprise Community Partners, Inc.  
Seneca County Economic Dev. Corp.  
Seneca Falls Development Corporation  
Buffalo Urban Development Corporation  
Cazenovia Area Community Dev. Assoc.  
Chautauqua Region Economic Dev. Corp.  
Schoharie Community Development Corp.  
Partnership for Community Dev. (Hamilton, NY)  
Farm Credit East  
Gebbie Foundation, Inc.  
Historic Lockport Millrace, Inc.  
Keenan Center, Inc. (Lockport, NY)  
Riviera Theatre and Organ Preservation  
Society, Inc. (North Tonawanda, NY)  
Clark Patterson Lee  
C&S Companies

The Harrison Studio

References

(Additional references are available upon request)

Richard Dixon, CFO  
Chautauqua County IDA  
200 Harrison Street  
Jamestown, NY 14701  
(716) 661-8900  
DixonR@ccida.com

Paul D'Orlando, Principal Contract Monitor  
Erie County Environment & Planning  
95 Franklin Street, Room 1014  
Buffalo, NY 14202  
(518) 719-3290  
whart@discovergreene.com

Craig Clark, PE, PhD, Executive Director  
Allegany County Industrial Development  
Agency 6087 State Route 19N, Suite 100  
Belmont, New York  
14813 (607) 968-0214  
clarkco@alleganyco.com

Susan Langdon, Executive Director  
Niagara County Industrial Development Agency  
6311 Inducon Corporate Drive, Suite One  
Sanborn, NY 14132  
(716) 858-2194  
Paul.D'Orlando@erie.gov

# GGLDC

Lezlie Farrell – Finance & Operations  
**Audit & Finance Committee Report**  
December 3, 2024

## Cleaning Services

**Discussion:** During 2022, staff reached out to four cleaning companies to obtain quotes for 2023 cleaning services. Commercial Cleaning Services of Western New York, Inc. was awarded the contract.

Commercial Cleaning Services of Western New York, Inc., the current company being used, has been offering a competitive price and we are satisfied with the services. New quotes were not obtained for 2024 or 2025 services. We anticipate getting quotes for cleaning services every three years.

Services to be provided in 2025 – MedTech Centre Common Area:

General Cleaning Services	\$16,900
Tile/Grout Cleaning	\$ 600
Floor Waxing	\$ 1,200

**Fund Commitment:** Up to \$18,700, plus reimbursement for supplies; Med Tech Centre site maintenance; included in the approved 2025 GGLDC Budget.

**Action Requested:** Staff is requesting a recommendation from the Committee to continue this contract for 2025 general cleaning services and additional services at a cost not to exceed \$18,700 for the year, plus reimbursement for supplies.

**Cleaning Quotes for 2023 Services**

	Franchise?	Quote for Office Space (GCEDC)	Quote for Common Area (GGLDC)	Other Notes:
Pro-Kleen	No	\$1800.00 Per Month	\$3600.00 Per Month	Auto-Scrubber
**Commercial Cleaning Services of Western NY, Inc. (currently paying)	No	\$450.00 Per Month	\$1133.00 Per Month	Auto-Scrubber
Top Choice Cleaning Services	No	\$738.71 Per Month	\$1551.91 Per Month	Floor Machine
WNY Regional Cleaning Company				Not bidding on temporary accounts that take bids regularly.

**Cleaning Quotes for 2024 Services**

**Commercial Cleaning Services of Western NY, Inc. (currently paying)	No	\$619.52 Per Month	\$1340.56 Per Month	Auto-Scrubber
--	----	--------------------	---------------------	---------------

**Cleaning Quotes for 2025 Services**

**Commercial Cleaning Services of Western NY, Inc. (currently paying)	No	\$640.47 Per Month	\$1407.58 Per Month	Auto-Scrubber
--	----	--------------------	---------------------	---------------

12/3/2024

**GCEDC Approval:**

**\*\*Staff recommends Commercial Cleaning Services of Western NY, Inc. to continue services in 2025, not to exceed \$8,000.**

**GGLDC Approval:**

**\*\*Staff recommends Commercial Cleaning Services of Western NY, Inc. to continue services in 2025, not to exceed \$18,700 plus cleaning and bathroom supplies.**

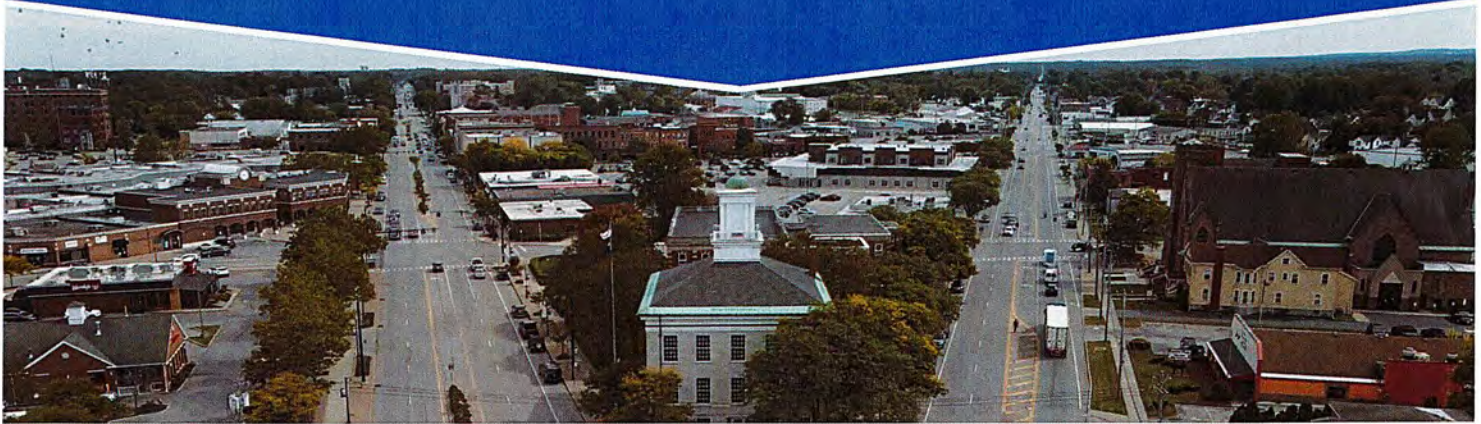
- General Cleaning Services of the Common area at MedTech Centre.	\$16,900.00
- Tile / grout cleaning (Common area bathrooms)	\$600.00
- Floor waxing of the common areas.	\$1,200.00
	<hr/>
	\$18,700.00

\*No changes can be made\*

	GCEDC	GCEDC	GGLDC	GGLDC
	GAIN Loan Fund	Revolving Loan Fund (RLF #1)	Economic Development Loan Fund (RLF #2)	Batavia Micropolitan Area Community Redevelopment Fund
Purpose	· A low-interest loan fund to capitalize agriculture and related businesses that are adopting new technologies, diversifying or expanding.	· Generally a conventional loan fund offering "friendly debt vis a' vis friendly interest rates and terms" to established business enterprises seeking "gap" financing in support of business expansion, retention or attraction investments. Exceptions will be considered on a case by case basis related to strategic business or industry opportunities.	· Generally a conventional loan fund offering "friendly debt vis a' vis friendly interest rates and terms" to established business enterprises seeking "gap" financing in support of business expansion, retention or attraction investments. Exceptions will be considered on a case by case basis related to strategic business or industry opportunities.	· A low interest loan fund to foster investments in business districts across the Batavia Metropolitan area which facilitates redevelopment of underutilized building and sites including adaptive reuse projects including mixed-use projects that may include a housing component. · To foster additional economic development projects in downtowns and core business district areas enabling GCEDC project participation.
Funding	In 2016, the GCEDC entered into an agreement whereby the GCEDC is acting as a sub-recipient to the Genesee/Finger Lakes Regional Planning Council (G/FLRPC) for a portion of a \$3M Empire State Development (ESD) grant. Under the agreement with the G/FLRPC, the GCEDC is authorized to administer a GAIN! Loan Fund for the purpose of lending funds to eligible agricultural businesses in Genesee County.	RLF #1 was established with grant funds that Genesee County received from the federal Small Cities Program in 1985 and 1986. Since 1985, the GCEDC has administered the fund pursuant to a perpetual agreement with the County and in accordance with Community Development Block Grant (CDBG) guidelines. These funds were defederalized in 2009 and are no longer subject to CDBG guidelines.	RLF #2 was established with funds that Genesee County received in 2003 from a \$650,000 New York Governor's Office for Small Cities Grant. Under an agreement with Genesee County, GCEDC authorized to administer the loan fund for the purpose of lending funds to eligible business firms in Genesee County that will create or retain employment. An amended agreement was entered into with Genesee County in 2012 restricting GCEDC's use of the related funds to necessary administrative costs as part of the defederalization process. Future loan requests will be submitted to the County for approval and funds will be redirected to the Genesee Gateway Local Development Corporation for loan disbursement. * All funds have been redirected to the GGLDC as of February 2019. *	Strategic Investments from Genesee County EDC's affiliate, Genesee Gateway Local Development Corporation
Fund Value at 10/31/24	Cash = \$280,648.02 Loans Rec = \$234,249.76	Cash = \$0 Loans Rec = \$0 Due from other Funds = \$914,035	Cash = \$598,436.39 Loans Rec = \$276,042.65	Cash = \$345,427.53 Loans Rec = \$241,437.86
Key Decision Criteria	Job creation; farm diversification including value-added agricultural products; farm-based retail/wholesale (farm markets, wineries, distilleries); investment in new technology including renewable energy projects, production, harvesting equipment; increase the amount of land in productive agriculture use; growth in net revenue for agricultural enterprises; leveraging other sources of funding; projects that produce secondary economic multipliers			Scope of planned redevelopment, impact on business district/neighborhood, level of investment, long term tax base enhancement, jobs (indirect)
Minimum Loan	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
Maximum Loan	\$200,000.00	\$150,000.00	\$200,000.00	\$200,000.00
Interest Rate	1%	Variable; Prime at the time of the loan commitment provided closing within 60 calendar days, otherwise interest rate set at closing; 3% Floor; readjusted annually (January)	Variable; Prime at the time of the loan commitment provided closing within 60 calendar days, otherwise interest rate set at closing; 3% Floor; readjusted annually (January)	Variable; Prime; 3% Floor; readjusted annually (January); Grace Period = interest only during project redevelopment period (1 year max)
Application Fee	\$250 (non-refundable)	\$250 (non-refundable)	\$250 (non-refundable)	\$250 (non-refundable)
Origination Fee	2% + legal and filing fees	2% + legal and filing fees	2% + legal and filing fees	2% + legal and filing fees
Economic Development Partner Fee				50% of the origination fee (1%)
Amortization Period	up to 10 years	3 to 10 years	3 to 10 years	3 to 10 years including grace period
Fund Participation / Equity	Must be combined with bank approved financing and/or project developer "Equity" of minimum 10% of total project costs.	Up to 50% fund participation as % of current project investment; 10% minimum equity investment preferred; co-participation with other funding sources (bank, economic development loan fund, and/or available equity) required.	Up to 50% fund participation as % of current project investment; 10% minimum equity investment preferred; co-participation with other funding sources (bank, economic development loan fund, and/or available equity) required	Must be combined with bank approved financing and/or project developer "Equity" of minimum 30% of total project costs.
Allowable Funds Usage / Eligible Projects	Agriculture or related businesses including food processing (new business and expansions) and operating farms.	Real estate acquisition/improvements, Equipment purchases/upgrades, working capital	Real estate acquisition/improvements, Equipment purchases/upgrades, working capital	
Collateral	Subordinated to bank or other debt sources allowed	One or more required: Pledged Collateral, Corporate Guarantees and/or Personal Guarantees.	One or more required: Pledged Collateral, Corporate Guarantees and/or Personal Guarantees.	Required; subordination to the bank or other debt source is allowed
Guarantees	Required (Personal)			Required (Personal)
Business Plan Submission				Required
Other		· Evidence of investment and/or funds utilization consistent with GCEDC mission to support enterprise sustainability and job retention and/or enterprise growth and job creation. · Loan Repayment required "if: company operations substantially relocate outside Genesee County.	Evidence of investment and/or funds utilization consistent with GCEDC mission to support enterprise sustainability and job retention and/or enterprise growth and job creation.	

# GENESEE COUNTY ECONOMIC DEVELOPMENT CENTER

## Revolving Loan Funds



### Growing the Agriculture Industry Now! (GAIN) Loan Fund

**Purpose:** A low-interest loan fund to capitalize agriculture and related businesses that are adopting new technologies, diversifying or expanding

**Eligible Projects:** Agriculture or related businesses including food processing (new business and expansions) and operating farms

**Gap Financing:** Must be combined with bank approved financing or project development “equity” of minimum 10% of project cost

#### Program Parameters

**Minimum Loan:** \$25,000

**Maximum Loan:** \$200,000

**Interest Rate:** 1%

**Amortization Period:** Up to 10 years

#### Key Decision Criteria

- Job Creation
- Farm Diversification including value-added agricultural products; farm-based retail/wholesale (farm markets, wineries, distilleries)
- Investment in new technology including renewable energy projects, production, harvesting equipment
- Increase the amount of land in productive agriculture use
- Growth in net revenue for agricultural enterprises
- Leveraging other sources of funding
- Projects that produce secondary economic multipliers (e.g. other business expansions)

#### Requirements

- Collateral: Subordinated to bank or other debt sources is allowed
- Personal Guarantees      \$250 Application Fee (Non-Refundable)      2% + Legal and Filing Fees

*\*Funding provided by a grant from New York State | Empire State Development*

**GENESEE COUNTY ECONOMIC DEVELOPMENT CENTER**

**99 MEDTECH DRIVE, SUITE 106, BATAVIA, NY 14020 | (585) 343-4866 | GCEDC.COM**



**POLICY**

**Revolving Loan Fund #1**

(Last Revised 9/6/18)

**Purpose:** Generally a conventional loan fund offering “friendly debt vis a’ vis friendly interest rates and terms” to established business enterprises seeking “gap” financing in support of business expansion, retention or attraction investments. Exceptions will be considered on a case by case basis related to strategic business or industry opportunities.

**Funding:** RLF #1 was established with grant funds that Genesee County received from the federal Small Cities Program in 1985 and 1986. Since 1985, the GCEDC had administered the fund pursuant to a perpetual agreement with the County and in accordance with Community Development Block Grant (CDBG) guidelines. These funds were defederalized in 2009 and are no longer subject to CDBG guidelines.

**Administered by:** GCEDC

**Approving Board:** GCEDC

**Fund Value at 6/30/13:** \$875,492 (Cash + Loans Receivable) ~~10/31/24~~

**Program Elements:**

1. Minimum Loan: \$25,000
2. Maximum Loan: \$150,000
3. Interest Rate: Variable; Prime at the time of loan commitment provided closing within 60 calendar days, otherwise interest rate set at closing; 3% Floor; readjusted annually (in January).
4. Application Fee: \$250 (non-refundable)
5. Origination Fee: 2% + legal and filing fees
6. Amortization Period: 3 to 10 years

Cash \$ 0  
 Loans Rec. \$ 0  
 Due From other Funds \$ 914,035

3e

72



7. Fund Participation as % of Current Project Investment: Up to 50%; 10% minimum equity investment preferred; co-participation with other funding sources (bank, economic development loan fund, and/or available equity) required.
8. One or More Required: Pledged Collateral, Corporate Guarantees and/or Personal Guarantees
9. Allowable Funds Usage: Real estate acquisition / improvements, Equipment purchases / upgrades, working capital
10. Evidence of investment and / or funds utilization consistent with GCEDC mission to support enterprise sustainability and job retention and / or enterprise growth and job creation.
11. Additional information required:
  - a. Completed application
  - b. Project financials / project profile to include investment commitments
  - c. 3 year job creation or retention commitments
  - d. Business plan / pro-forma financials and cash flows (if available)
  - e. 3 years historical and current year financials (Income & Cash Flow Statements / Balance Sheet)
  - f. Audited or reviewed financial statements preferred
  - g. Presentation to board of directors may be required
  - h. Copy of third party financing commitment letter
12. Loan repayment required "if" company operations substantially relocate outside Genesee County



## POLICY

### Revolving Loan Fund #2

#### (Economic Development Loan Fund)

(Last Revised 9/6/18)

**Purpose:** Generally a conventional loan fund offering “friendly debt vis a’ vis friendly interest rates and terms” to established business enterprises seeking “gap” financing in support of business expansion, retention or attraction investments. Exceptions will be considered on a case by case basis related to strategic business or industry opportunities.

**Funding:** RLF #2 was established with funds that Genesee County received in 2003 from a \$650,000 New York Governor’s Office for Small Cities grant. Under an agreement with Genesee County, GCEDC was authorized to administer the loan fund for the purpose of lending funds to eligible business firms in Genesee County that will create or retain employment. An amended agreement was entered into with Genesee County in 2012 restricting the GCEDC’s use of the related funds to necessary administrative costs as part of the defederalization process. Future loan requests will be submitted to the County for approval and funds will be redirected to the Genesee Gateway Local Development Corporation for loan disbursement.

**Administered by:** GCEDC

**Approving Board:** GGLDC

**Fund Value at 6/30/13:** \$689,575 (Total Cash + Receivables)  
(Currently held by GCEDC = \$538,087)  
(Currently held by GGLDC = \$151,488)

¥ 10/31/24 ¥  
Cash \$598,436.39  
Loans  
Rec \$216,042.65

#### Program Elements:

1. Minimum Loan: \$25,000
2. Maximum Loan: \$200,000

3. Interest Rate: Variable; Prime at the time of loan commitment provided closing within 60 calendar days, otherwise interest rate set at closing; 3% Floor; readjusted annually (in January).
4. Application Fee: \$250 (non-refundable)
5. Origination Fee: 2% + legal and filing fees
6. Amortization Period: 3 to 10 years
7. Fund Participation as % of Current Project Investment: Up to 50%; 10% minimum equity investment preferred; co-participation with other funding sources (bank, economic development loan fund, and/or available equity) required.
8. One or More Required: Pledged Collateral, Corporate Guarantees and/or Personal Guarantees
9. Allowable Funds Usage: Real estate acquisition / improvements, Equipment purchases / upgrades, working capital
10. Evidence of investment and / or funds utilization consistent with GCEDC mission to support enterprise sustainability and job retention and / or enterprise growth and job creation.
11. Additional information required:
  - a. Completed application
  - b. Project financials / project profile to include investment commitments
  - c. 3 year job creation or retention commitments
  - d. Business plan / pro-forma financials and cash flows (if available)
  - e. 3 years historical and current year financials (Income & Cash Flow Statements / Balance Sheet)
  - f. Audited or reviewed financial statements preferred
  - g. Presentation to board of directors may be required
  - h. Copy of third party financing commitment letter
12. Additional requirements may be imposed as necessary to comply with the defederalization process of related funds.



## POLICY

### Batavia Micropolitan Area Community Redevelopment Fund

(Last Revised 9/6/18)

**Purpose:** A low interest loan fund to foster investments in business districts across the Batavia Micropolitan area which facilitates redevelopment of underutilized building and sites including adaptive reuse projects including mixed-use projects that may include a housing component.

**Related Purpose:** To foster additional economic development projects in downtowns and core business district areas enabling GCEDC project participation.

**Funded by:** Strategic Investments from Genesee County EDC's affiliate, Genesee Gateway Local Development Corporation (GGLDC)

**Approving Board:** GGLDC

**Administered by:** GCEDC

**Revitalization Fund:** \$500,000

10/31/24 \*  
Cash + 345,427.53  
Loans Rec \$ 241,437.86

**Key Decision Criteria:** Scope of planned redevelopment, impact on business district / neighborhood, level of investment, long term tax base enhancement, jobs (indirect)

#### Program Elements:

1. Minimum Loan: \$25,000
2. Maximum Loan: \$200,000
3. Interest Rate: Variable; Prime; 3% Floor; readjusted annually (in January); Grace Period = interest only during project redevelopment period (1 year max.)
4. Application Fee: \$250 (non-refundable)
5. Origination Fee: 2% + legal and filing fees

6. Economic Development Partner Fee (non-profit or municipal E.D. organizations): 50% of the origination fee (1%)
7. Amortization Period: 3 to 10 years including grace period
8. Gap Financing: Must be combined with bank approved financing and / or project developer "Equity" of minimum 30% of total project costs.
9. Preference area: adaptive re-use or underutilized building redevelopment
10. Collateral: required; subordination to bank or other debt source is allowed
11. Personal Guarantees: Yes
12. Business Plan Submission: Yes

**Mowing contract for Ag Park**

**Discussion:** The GGLDC Received a proposal for mowing of the stormwater ponds and vacant land at Ag Park for 2024. Proposal amount is from same vendor as last year and the price has increased from \$12,100 to \$12,600.

**Fund commitment:** \$12,600 from operational funds of Ag Park.

**Board action request:** Approval of mowing contract for \$12,600 with Genesee County Highway Department.



**GENESEE COUNTY  
DEPARTMENT OF PUBLIC WORKS**

153 Cedar Street  
Batavia, New York 14020  
Phone: (585) 344-8508 Fax: (585) 343-9303

Timothy J. Hens, P.E. Commissioner  
Paul Osborn, Deputy Commissioner  
Craig Smith, Deputy Commissioner

Laura Wadhams P.E.  
*Assistant County Engineer*  
Justin Gerace, EIT  
*Assistant County Engineer*  
Chris Klein  
*Fleet Maintenance Supervisor*  
Jason Long  
*Airport Supervisor*

11/8/24

GGLDC  
Attn: Mark Masse, President & CEO  
99 MedTech Drive  
Suite 106  
Batavia, NY 14020

Dear Mark:

Here are the requested quotes for providing mowing services at the business parks listed below for the 2025 season:

A. Genesee Valley Agri-Business Park -

1. Mowing adjacent to paved roadways within park 1 time a month
2. Finish mow Rt. 5 entry sign lawn areas on a regular basis (avg. every 7-10 days)
3. Finish mow Rt. 63 entry sign lawn area on a regular basis (avg. every 7-10 days)
4. Mowing 2 retention ponds 2 times a year
5. Brush hog East side of N. Ag Park Road 2x within the time period.
6. Brush Hog West side of N. Ag Park Dr. 2x within the time period

Mowing - @\$1,600.00 per month x 6 (May-Oct)	= \$ 9,600.00
Ponds - @\$500.00 each time per year x 2	= \$ 1,000.00
Brushhog - @\$1,000.00 each time per year x2	= \$ 2,000.00
<b>2025 GVAB Park mowing Total</b>	<b>\$12,600.00</b>

B. WNY Stamp Business Park

1. Brush hog Part 182 Mitigation Field (1/2 field) x1 (Aug 15-31) = \$ 1,000.00
  2. Brush hog Mitigation Field (1/3 Field) Alleghany Rd x1 (Aug 15-31) = \$ 1,000.00
- 2025 STAMP Mowing Total \$ 2,000.00**

**2025 Mowing total for all Parks = \$14,600.00**

If you have any questions regarding this proposal, please feel free to contact me at (585) 344-8508 ext. 3704 or via email at [paul.osborn@geneseeny.gov](mailto:paul.osborn@geneseeny.gov)

Paul A. Osborn, Genesee County Deputy Commissioner of Public Works

Proposal Acceptance: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

34

79