

# ALLEGANY COUNTY INDUSTRIAL DEVELOPMENT AGENCY

Crossroads Center

Belmont, NY

September 10, 2026

10:00a.m.

[https://www.youtube.com/channel/UCXJ1KZ\\_F90Z77-JQxeHzDXQ?](https://www.youtube.com/channel/UCXJ1KZ_F90Z77-JQxeHzDXQ?)

## AGENDA

- Call to Order
- Approval of Previous Minutes
  - August 13, 2026
- Finance Committee Report
  - Balance Sheet
  - Profit & Loss
  - Expense Abstract – Transactions by Vendor
  - CD Bank Statements
  - Approval of Financials as recommended by Finance Committee
- Executive Session - as necessary
- Action Items
  - PILOT Fact Sheet Review
  - Diversity Policy
  - Anti-Nepotism Policy
  - Education Policy
  - H. Sicherman & Company (The Harrison Studio) contract
  - Personnel Committee
  - Bank Fees
- Old Business
  - ARC Power Grant
  - RBDG – BDO Zone Grant
  - 2nd Annual ACIDA Dinner October 8 2026
  - EPA Brownfield Grant
  - Gateway Marketplace
  - Microenterprise Grant
  - Allegany County Strategic Plan Economic Development/EDO
  - ABO Board Requirements
- New Business
- Good of the Order
- Adjournment

**Allegany County Industrial Development Agency**

**MEETING**

August 13, 2026

Crossroads Conference Center, Belmont, New York 14813

ACIDA.org

**OPENING REMARKS**

- Steven Mauro, Chairperson called the board meeting to order at 10am.
- Board Members Present: Joseph Hart, Vice Chairperson; Douglas Frank, Treasurer; Terri Ross, Secretary; John Ricci; Thomas McElheny; William Meunier
- Absent:
- By Telephone:
- By Teams: Steven Mauro, Chairperson; Marcin Lewandowski, Ecostrat
- Others present: Dr. Craig Clark, ACIDA Executive Director; Barb Benjamin, ACIDA Operations Director; Melissa Pingitore, ACIDA Assistant Director; Edmund Russell III, Esq. Hodgson Russ LLP; Gretchen Hanchett, AC Legislator; Bridgette Tojek, Town of Granger

**BOARD MINUTES**

- A motion was made by Joseph Hart and seconded by John Ricci to approve the July 9, 2026 minutes. No discussion. Approved/passed 6-0 (1 absent)

**TREASURERS REPORT**

- Finance Committee Report - Douglas reported the Finance Committee met before the IDA meeting and reviewed the financial reports that were presented. Douglas reminded Melissa and Barb that the Finance Committee Meeting Minutes are supposed to be included in the ACIDA Board Packet.
- Finance Committee Review - Banking and Financial Summary
- Balance Sheet; Profit & Loss; Expense Abstract – Transactions by Vendor; CD Bank Statements - Douglas reported that the Finance Committee recommends the IDA Board accept the Financial Reports and approve the Transaction by Vendors Summary to pay the monthly bills of \$87,279.26. **A motion was made by Thomas McElheny and seconded by Terri Ross to approve the Financial Reports and pay the bills totaling \$87,279.26 as recommended by the Finance Committee. Discussion was on the larger amounts to be paid this month. Our Accountant that does the annual audit, the Consultant designing our new building, the Microenterprise Grant Consultant and the EPA Grant Consultant. Approved/passed 7-0**

## ACTION ITEMS

- RBDG – BDO Zone Report – Marcin Lewandowski, Vice President of Operations and Risk from Ecostrat introduced himself and talked about Ecostrat. Marcin reviewed the BDO Zone Report for Allegany County on Woody Biomass and the relevance of a BDO Zone Rating of an “A” in Allegany County. Woody Biomass is a waste or byproduct of the logging industry. This is the first BDO Zone Rating in NYS. We have a credible document that will be networked globally to project developers and investors wanting to invest in the United States. This report gives developers and investors due diligence ahead of time saving them time and money on research in our region, therefore moving it to the top on their desk. Some topics discussed were the creation of jobs and reducing the wildfire risk in our region with this type of project. The comparison of rating was discussed and any rating above a double B is called investment grade. The investors are also looking at the type of feed stock and it’s availability. Basically, the rating filters which regions are investment grade vs which aren’t investment grade. Discussion on the lumber mills in the region, and the markets for lumber, low-grade lumber, sawdust, chips, etc. The aging logging workforce, the decline of chipping equipment and expense of forestry equipment in general is considered a general forestry risk and trend. Discussion on the growth to drain rate in our region and why it’s good. The northern regions are less competitive on the lumber production, partially due to the decline in furniture and housing industry. The purpose of this report is for marketing the products in our region. The buyers of the product will be working directly with the landowners. The goal is to attract a new manufacturing business that will use the existing logging businesses to provide them with woody biomass and potentially expand.

## EXECUTIVE SESSION – DISCUSSION OF CONTRACTUAL/FINANCIAL/LEGAL ISSUE

- A motion was made by Joseph Hart and seconded by Terri Ross at 10:48am to go into Executive Session for discussion of a contractual/financial/legal issue. Approved/passed. 7-0
- A motion was made by Joseph Hart and seconded by John Ricici to come out of Executive Session at 11:32am. Approved/passed. 7-0
- No action was taken in Executive Session.

## ACTION ITEMS

- RBDG – BDO Zone Report – See above
- Local Labor Policy Compliance – Craig reported that we have a number of projects in construction happening now and all of them are turning in their local labor compliance documents which include how many local construction employees they hire for their construction projects. Craig and Melissa will remind each project monthly that a quarterly report on local labor is required to be turned in. The developers and companies have all attempted to hire local labor to comply with the ACIDA local labor policy. The issues they are having at the union halls is that there isn’t always local labor available especially for specialized work.
- Tenant and Commercial Lease Policy Review – Craig reported that the Wellsville Business Park has asked if the ACIDA Board has any comments on the owners signing a lease with a potential tenant. At this stage

the board has no comments as long as it's an appropriate legal manufacturing business, and we encourage them to find tenants since it will be adding jobs in the community.

- Pilot Fact Sheet Review - Melissa put together a pilot fact sheet that explains what a pilot truly is. We wanted the board to review before we made it a public document. This should clear up a lot of misinformation that the public has. The IDA works with the county to make sure all the pilots are paid. The county receives the pilot payments from the company and then distributes the appropriate payments to the schools, towns and villages. Melissa will take any comments or concerns from the board and edit the Pilot Fact Sheet and then we can approve it at our next board meeting. Once approved by the ACIDA Board it will be presented to the P&D Committee before being released to the public.
- Education Policy – Discussion was held on if this should be reviewed by the Policy Committee which would be under the Governance Committee. Yes, this will be reviewed and edited, if necessary, by the Governance / Policy Committee then referred to the ACIDA Board for approval.
- Bank Fees – Melissa explained that we are being charged bank fees because of the diversity of our funds between accounts. We are working with the bank to see if these fees can be waived. We will check with other banks to see if we can get a better deal if our bank can't waive the fees. Hopefully by our next meeting we'll have some answers for the board.
- Resolution Transferring Benefits to New Owner of 5744 County Rd LLC – Craig reported that one of the primary owners bought the partner out and wants the company transferred to PEMM LLC, so we want a resolution transferring benefits to PEMM LLC, the new owner of 5744 County Rd LLC. This property is where Quicklee's is located. **A motion was made by John Ricci and seconded by William Meunier to approve the Resolution Authorizing Assignment and Assumption of 5744 County Route 20 LLC Project to the New Owner known as PEMM LLC. No discussion. Approved/passed 7-0 by Roll Call:**

Steven Mauro – AYE

John Ricci – AYE

Joseph Hart – AYE

Thomas McElheny – AYE

Terri Ross – AYE

William Meunier - AYE

Douglas Frank – AYE

## OLD BUSINESS

- ARC Power Grant – Nothing to report.
- RBDG -BDO zone grant – We just go the BDO Zone Rating.
- Discuss 2<sup>nd</sup> Annual ACIDA Dinner October 2026 - Melissa has sent out save the date for the October dinner. We will have our normal monthly meeting that morning as usual at Crossroads.
- EPA Brownfield Grant – We have Phase I's and a couple of Phase II's in process.
- Gateway Marketplace –. No update at this time, we're waiting on grant approval.
- Microenterprise Grant – The County should approve acceptance of the grant at the next Legislative County Board meeting scheduled for August 19th. Once approved applications will be available and we anticipate closing applications the end of September. Mike Z will review the applications and they'll be brought to the board for review and plan to announce in November the award winners. It's a \$300,000 grant that will give out \$250,000 to probably 8-10 recipients.

- Allegany County Strategic Plan Economic Development/EDO – Craig reported that we're meeting with manufacturers again on September 2<sup>nd</sup> at PM Research. If anyone wants to go let Craig or Melissa know and you'll get invited.
- ABO Board Requirements – Melissa reported there's still board members that need to do trainings. She'll keep sending the links as they are available.

#### NEW BUSINESS

- Melissa is working on a grant application to get one million dollars for our revolving loan fund for granting MWBE's. It's through ESD. Melissa reviewed some of the requirements needed for the grant application. This is just information for the board; no action is required at this time.

#### GOOD OF THE ORDER

- None

#### CALENDAR

- **Next Meeting September 10, 2026 @ 10:00am at Crossroads Conference Center, Belmont, NY 14813**

#### ADJOURNMENT

- With no further business at 11:51am, the meeting ended.

Respectfully submitted  
Barb Benjamin  
Operations Director

*August 2026*

**Allegany County Industrial Development Agency & Local Development Corporation**

**FINANCE COMMITTEE MEETING**

*August 13, 2026*

Crossroads Conference Center, Belmont, New York 14813

*ACIDA.org*

**OPENING REMARKS**

- Douglas Frank, Chairperson called the joint IDA and LDC Finance Committee meeting to order at 9:05am, and asked everyone to introduce themselves.
- Board Members Present: Douglas Frank; Joseph Hart; Terri Ross
- Absent:
- By Telephone:
- By Teams:
- Others present: Dr. Craig Clark, ACIDA Executive Director; Barb Benjamin, ACIDA Operations Director; Melissa Pingitore, ACIDA Assistant Director; Edmund Russell III, Esq. Hodgson Russ LLP
- 

**BOARD MINUTES**

- Approval of the July 9, 2026 minutes: - A motion was made by Joseph Hart and seconded by Terri Ross to approve the July 9, 2026 minutes. No discussion. Approved/passed 3-0

**FINANCIALS**

- Banking and Financial Summary –
  - Balance Sheet; Profit & Loss; Expense Abstract – Transactions by Vendor; CD Bank Statements - Douglas reported that in the packet is the Balance Sheet, Profit & Loss Statement, Expense Abstract-Transaction by Vendor Summary and a Bank Statement Outline. Douglas reviewed the reports and asked about the large expenditures. Craig reported they are for our annual audit, the architectural planning for the new facility, the microenterprise grant submission, and the consultants for the EPA Grant. Barb offered to do Expenses by Vendor Detail Report if the board prefers. As long as someone can explain there's no need for a detailed report. The consultants are paid out of the EPA grant, so we would have a credit and debit. A motion was made by Terri Ross and seconded by Joseph Hart to recommend the ACIDA and ACLDC pay invoices as presented to the Finance Committee. No further discussion. Approved/passed 3-0

**EXECUTIVE SESSION – DISCUSSION OF CONTRACTUAL/LEGAL ISSUE**

- A motion was made by Joseph Hart and seconded by Terri Ross to go into Executive Session at 9:21am for discussion of a contractual / legal issue / finances of a particular person(s) or company. Approved/passed. 3-0
- A motion was made by Terri Ross and seconded by Joseph Hart to come out of Executive Session at 9:43. Approved/passed. 3-0

## ACTION ITEMS

- A motion was made by Joseph Hart and second by Terri Ross to recommend to the ACIDA Board to offer Melissa and Barb a 3 ½% merit increase going forward to the next calendar year. Discussion was on when to start the merit increase, calendar year, anniversary date, August or September. It was decided that the ongoing start date for merit increases requires more discussion in the Personnel Committee.  
An amended motion was made by Joseph Hart and seconded by Terri Ross to recommend the ACIDA Board offer our employees minus the director 3 ½% merit increases starting September 1, 2026, with the recommendation that the Personnel Policy be reviewed and updated by a committee at a future date to determine what date the annual increase will be given. No further discussion. Approved/passed 3-0
- ACLDC Loan Applications - Craig reported we don't have any applications to review.
- Resolution Approving Purchase of Maple Lane, Cuba Property – Craig said the full board will approve the resolution he just wanted the finance committee to see it first. Discussion was held on fees / expenses pertaining to the purchase. We will receive a deed once we pay for the property. The resolution adds the ability to do other potential things such as an environmental report, appraisal, survey, title insurance and other things that typically you get with a seller not a foreclosure. With a foreclosure is basically buyer beware.
- Bank Fees - The fees that were discussed pertained to the purchase of the Maple Lane Property in Cuba. (These Bank Fees were actually pertaining to the monthly analysis statements we received on our bank accounts.)

## OLD BUSINESS -UPDATES

- None at this time

## NEW BUSINESS

- None at this time

## GOOD OF THE ORDER

- None at this time

## CALENDAR

- **Next Meeting:** August 13, 2026 @ 9:00am at Crossroads Conference Center, Belmont, NY 14813

## ADJOURNMENT

- With no further business at 9:42am, a motion was made by Joseph Hart and seconded by Douglas Frank to close the meeting. All members were in favor, by a vote of 2-0 (1 absent) the meeting was adjourned. Carried

Respectfully submitted  
Barb Benjamin  
Operations Director

10:50 AM

## ACIDA, ACLDC, ACCRC, ACUC

## Balance Sheet

As of September 4, 2026

09/04/26

Accrual Basis

Sep 4, 26

## ASSETS

## Current Assets

## Checking/Savings

|                                     |              |
|-------------------------------------|--------------|
| Community Bank - 12mos CD           | 658,899.64   |
| Community Bank - 12mos CD           | 1,402,848.60 |
| Community Bank - 6 mos CD           | 661,163.43   |
| IDA 110 - CD                        | 753,944.76   |
| 110.01 - ACUC (Utility Corporation) | 450.82       |
| 110.02 - Community Checking IDA     | 195,551.47   |

|                                       |            |
|---------------------------------------|------------|
| 110.03 - CRC (Capital Resource Corp)  | 53,516.31  |
| 110.04 - First Citizens-IDA           | 95,701.66  |
| 110.05 - LDC (Local Development Corp) | 349,231.59 |
| CRC110 - Capital Resource Corp CD     | 265,640.90 |

|                        |              |
|------------------------|--------------|
| Total Checking/Savings | 4,436,949.18 |
|------------------------|--------------|

## Accounts Receivable

|                          |          |
|--------------------------|----------|
| ACUC Accounts Receivable | 3,739.97 |
|--------------------------|----------|

|                           |          |
|---------------------------|----------|
| Total Accounts Receivable | 3,739.97 |
|---------------------------|----------|

## Other Current Assets

|                           |            |
|---------------------------|------------|
| 122 - Lease Receivables   | 436,735.00 |
| 135.00 - Prepaid Expenses | 2,259.00   |

|                            |            |
|----------------------------|------------|
| Total Other Current Assets | 438,994.00 |
|----------------------------|------------|

## Total Current Assets

4,879,683.15

## Fixed Assets

|                                   |              |
|-----------------------------------|--------------|
| 152.00 - Land held for resale     | 286,501.00   |
| 154.00 - Waterlines               | 2,078,240.00 |
| 156.00 - Building                 | 661,482.19   |
| 159.00 - Accumulated Depreciation | -359,168.00  |
| 160.00 - Land Improvements        | 196,414.00   |
| 161.00 - Property held for Resale | 62,000.00    |

|                    |              |
|--------------------|--------------|
| Total Fixed Assets | 2,925,469.19 |
|--------------------|--------------|

## Other Assets

|                            |          |
|----------------------------|----------|
| 131.00 - Due from ACUC     | 1,746.00 |
| 140.00 - Security Deposits | 222.00   |

|                    |          |
|--------------------|----------|
| Total Other Assets | 1,968.00 |
|--------------------|----------|

## TOTAL ASSETS

7,807,120.34

## LIABILITIES &amp; EQUITY

## Liabilities

## Current Liabilities

## Other Current Liabilities

## IDA Payables

|                |        |
|----------------|--------|
| Accrued 414(h) | 210.10 |
|----------------|--------|

|                    |        |
|--------------------|--------|
| Total IDA Payables | 210.10 |
|--------------------|--------|

|                              |        |
|------------------------------|--------|
| 230.00 - Payroll Liabilities | 126.00 |
|------------------------------|--------|

|                                       |            |
|---------------------------------------|------------|
| 285 - ST2012 Series Bond Infrastructu | 100,000.00 |
|---------------------------------------|------------|

|                        |          |
|------------------------|----------|
| ACUC210 - Due to ACIDA | 1,746.00 |
|------------------------|----------|

|                                 |            |
|---------------------------------|------------|
| Total Other Current Liabilities | 102,082.10 |
|---------------------------------|------------|

|                           |            |
|---------------------------|------------|
| Total Current Liabilities | 102,082.10 |
|---------------------------|------------|

10:50 AM

09/04/26

Accrual Basis

ACIDA, ACLDC, ACCRC, ACUC  
**Balance Sheet**  
As of September 4, 2026

|                                          | Sep 4, 26     |
|------------------------------------------|---------------|
| Long Term Liabilities                    |               |
| 210.00 · Security Deposit                | 12,000.00     |
| 280.00 · LT2012 Series-Bond Infrastructu | 2,695,000.00  |
| 550 · Deferred Inflow of Resources       | 365,760.00    |
| Total Long Term Liabilities              | 3,072,760.00  |
| Total Liabilities                        | 3,174,842.10  |
| Equity                                   |               |
| 390.00 · Unrestricted Net Assets         | 5,498,095.34  |
| AC90001 · Opening Balance Equity         | -1,252,221.76 |
| AC90002 · ACUC Retained Earnings         | 1,200,078.00  |
| ACUC900 · ACUC Equity                    | 52,144.00     |
| CRC900 · CRC Equity                      | 305,056.00    |
| Net Income                               | -1,170,873.34 |
| Total Equity                             | 4,632,278.24  |
| TOTAL LIABILITIES & EQUITY               | 7,807,120.34  |

10:51 AM

09/04/26

Accrual Basis

# ACIDA, ACLDC, ACCRC, ACUC

## Balance Sheet Prev Year Comparison

### As of September 4, 2026

|                                     | Sep 4, 26           | Sep 4, 25           | \$ Change            | % Change      |
|-------------------------------------|---------------------|---------------------|----------------------|---------------|
| <b>ASSETS</b>                       |                     |                     |                      |               |
| <b>Current Assets</b>               |                     |                     |                      |               |
| <b>Checking/Savings</b>             |                     |                     |                      |               |
| Community Bank - 6mos CD            | 0.00                | 639,671.34          | -639,671.34          | -100.0%       |
| Community Bank - 12mos CD           | 658,899.64          | 0.00                | 658,899.64           | 100.0%        |
| Community Bank - 12mos CD           | 0.00                | 638,965.54          | -638,965.54          | -100.0%       |
| Community Bank - 12mos CD           | 1,402,848.60        | 0.00                | 1,402,848.60         | 100.0%        |
| Community Bank - 6 mos CD           | 661,163.43          | 0.00                | 661,163.43           | 100.0%        |
| IDA 110 - CD                        | 753,944.76          | 0.00                | 753,944.76           | 100.0%        |
| 110.01 - ACUC (Utility Corporation) | 450.82              | 5,205.38            | -4,754.56            | -91.3%        |
| 110.02 - Community Checking IDA     | 195,551.47          | 397,880.72          | -202,329.25          | -50.9%        |
| <b>Total Checking/Savings</b>       | <b>4,436,949.18</b> | <b>2,086,102.02</b> | <b>2,350,847.16</b>  | <b>112.7%</b> |
| <b>Accounts Receivable</b>          |                     |                     |                      |               |
| ACUC Accounts Receivable            | 3,739.97            | 4,043.65            | -303.68              | -7.5%         |
| <b>Total Accounts Receivable</b>    | <b>3,739.97</b>     | <b>4,043.65</b>     | <b>-303.68</b>       | <b>-7.5%</b>  |
| <b>Other Current Assets</b>         |                     |                     |                      |               |
| 122 - Lease Receivables             | 436,735.00          | 1,544,275.00        | -1,107,540.00        | -71.7%        |
| 135.00 - Prepaid Expenses           | 2,259.00            | 2,259.00            | 0.00                 | 0.0%          |
| <b>Total Other Current Assets</b>   | <b>438,994.00</b>   | <b>1,546,534.00</b> | <b>-1,107,540.00</b> | <b>-71.6%</b> |
| <b>Total Current Assets</b>         | <b>4,879,683.15</b> | <b>3,636,679.67</b> | <b>1,243,003.48</b>  | <b>34.2%</b>  |
| <b>Fixed Assets</b>                 |                     |                     |                      |               |
| 150.00 - Equipment                  | 0.00                | 17,659.00           | -17,659.00           | -100.0%       |
| 151.00 - Land                       | 0.00                | 16,704.00           | -16,704.00           | -100.0%       |
| 152.00 - Land held for resale       | 286,501.00          | 286,501.00          | 0.00                 | 0.0%          |
| 154.00 - Waterlines                 | 2,078,240.00        | 2,078,240.00        | 0.00                 | 0.0%          |
| 155.00 - Leasehold Improvements     | 0.00                | 193,252.00          | -193,252.00          | -100.0%       |
| 156.00 - Building                   | 661,482.19          | 1,933,217.00        | -1,271,734.81        | -65.8%        |
| 159.00 - Accumulated Depreciation   | -359,168.00         | -923,767.00         | 564,599.00           | 61.1%         |
| 160.00 - Land Improvements          | 196,414.00          | 196,414.00          | 0.00                 | 0.0%          |
| 161.00 - Property held for Resale   | 62,000.00           | 62,000.00           | 0.00                 | 0.0%          |
| <b>Total Fixed Assets</b>           | <b>2,925,469.19</b> | <b>3,860,220.00</b> | <b>-934,750.81</b>   | <b>-24.2%</b> |

10:51 AM

09/04/26

Accrual Basis

# ACIDA, ACLDC, ACCRC, ACUC

## Balance Sheet Prev Year Comparison

As of September 4, 2026

|                                          | Sep 4, 26           | Sep 4, 25           | \$ Change            | % Change       |
|------------------------------------------|---------------------|---------------------|----------------------|----------------|
| <b>Other Assets</b>                      |                     |                     |                      |                |
| 131.00 · Due from ACUC                   | 1,746.00            | 1,568.00            | 178.00               | 11.4%          |
| 140.00 · Security Deposits               | 222.00              | 222.00              | 0.00                 | 0.0%           |
| <b>Total Other Assets</b>                | <b>1,968.00</b>     | <b>1,790.00</b>     | <b>178.00</b>        | <b>9.9%</b>    |
| <b>TOTAL ASSETS</b>                      | <b>7,807,120.34</b> | <b>7,498,689.67</b> | <b>308,430.67</b>    | <b>4.1%</b>    |
| <b>LIABILITIES &amp; EQUITY</b>          |                     |                     |                      |                |
| <b>Liabilities</b>                       |                     |                     |                      |                |
| <b>Current Liabilities</b>               |                     |                     |                      |                |
| Accounts Payable                         | 0.00                | 6,313.14            | -6,313.14            | -100.0%        |
| 20000 · Accounts Payable                 | 0.00                | 37.40               | -37.40               | -100.0%        |
| ACUC200 · ACUC Accounts Payable          | 0.00                | 6,350.54            | -6,350.54            | -100.0%        |
| <b>Total Accounts Payable</b>            | <b>0.00</b>         | <b>6,350.54</b>     | <b>-6,350.54</b>     | <b>-100.0%</b> |
| <b>Other Current Liabilities</b>         |                     |                     |                      |                |
| IDA Payables                             | 210.10              | 0.00                | 210.10               | 100.0%         |
| Accrued 414(h)                           | 210.10              | 0.00                | 210.10               | 100.0%         |
| <b>Total IDA Payables</b>                | <b>210.10</b>       | <b>0.00</b>         | <b>210.10</b>        | <b>100.0%</b>  |
| <b>230.00 · Payroll Liabilities</b>      | <b>126.00</b>       | <b>0.00</b>         | <b>126.00</b>        | <b>100.0%</b>  |
| 285 · ST2012 Series Bond Infrastructu    | 100,000.00          | 95,000.00           | 5,000.00             | 5.3%           |
| ACUC210 · Due to ACIDA                   | 1,746.00            | 1,568.00            | 178.00               | 11.4%          |
| <b>Total Other Current Liabilities</b>   | <b>102,082.10</b>   | <b>96,568.00</b>    | <b>5,514.10</b>      | <b>5.7%</b>    |
| <b>Total Current Liabilities</b>         | <b>102,082.10</b>   | <b>102,918.54</b>   | <b>-836.44</b>       | <b>-0.8%</b>   |
| <b>Long Term Liabilities</b>             |                     |                     |                      |                |
| 210.00 · Security Deposit                | 12,000.00           | 12,000.00           | 0.00                 | 0.0%           |
| 280.00 · LT2012 Series-Bond Infrastructu | 2,695,000.00        | 2,795,000.00        | -100,000.00          | -3.6%          |
| 550 · Deferred Inflow of Resources       | 365,760.00          | 1,412,911.00        | -1,047,151.00        | -74.1%         |
| <b>Total Long Term Liabilities</b>       | <b>3,072,760.00</b> | <b>4,219,911.00</b> | <b>-1,147,151.00</b> | <b>-27.2%</b>  |
| <b>Total Liabilities</b>                 | <b>3,174,842.10</b> | <b>4,322,829.54</b> | <b>-1,147,987.44</b> | <b>-26.6%</b>  |
| <b>Equity</b>                            |                     |                     |                      |                |
| 390.00 · Unrestricted Net Assets         | 5,498,095.34        | 5,594,732.21        | -96,636.87           | -1.7%          |
| AC90001 · Opening Balance Equity         | -1,252,221.76       | -1,252,221.76       | 0.00                 | 0.0%           |
| AC90002 · ACUC Retained Earnings         | 1,200,078.00        | 1,200,078.00        | 0.00                 | 0.0%           |
| ACUC900 · ACUC Equity                    | 52,144.00           | 52,144.00           | 0.00                 | 0.0%           |

**ACIDA, ACLDC, ACCRC, ACUC**  
**Balance Sheet Prev Year Comparison**  
**As of September 4, 2026**

|                            | Sep 4, 26     | Sep 4, 25     | \$ Change    | % Change |
|----------------------------|---------------|---------------|--------------|----------|
| CRC900 - CRC Equity        | 305,056.00    | 114,266.00    | 190,790.00   | 167.0%   |
| Net Income                 | -1,170,873.34 | -2,533,138.32 | 1,362,264.98 | 53.8%    |
| Total Equity               | 4,632,278.24  | 3,175,860.13  | 1,456,418.11 | 45.9%    |
| TOTAL LIABILITIES & EQUITY | 7,807,120.34  | 7,498,689.67  | 308,430.67   | 4.1%     |

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Accrual Basis

## ACIDA, ACLDC, ACCRC, ACUC

## Profit &amp; Loss

August 11 through September 4, 2026

Aug 11 - Sep 4, 26

|                                          |           |
|------------------------------------------|-----------|
| Ordinary Income/Expense                  |           |
| Income                                   |           |
| ACUC - Income                            |           |
| Transfer from IDA                        | 4,000.00  |
| ACUC400 - Waterline Customer payments    | 7,907.35  |
| Total ACUC - Income                      | 11,907.35 |
| CRC - Income                             |           |
| 475 - CRC CD Interest                    |           |
| CRC CD [REDACTED]                        | 698.79    |
| Total 475 - CRC CD Interest              | 698.79    |
| Total CRC - Income                       | 698.79    |
| IDA Income                               |           |
| ACIDA 12 mos CD Interest                 | 4,722.33  |
| ACIDA 6 mos CD Interest                  | 1,738.41  |
| ACIDA CD Interest Income                 |           |
| IDA CD [REDACTED]                        | 2,007.26  |
| Total ACIDA CD Interest Income           | 2,007.26  |
| 400.05 - Annual Financial Assistance Fee | 4,500.00  |
| Total IDA Income                         | 12,968.00 |
| LDC Income                               |           |
| Interest                                 | 143.20    |
| Total LDC Income                         | 143.20    |
| Total Income                             | 25,717.34 |
| Gross Profit                             | 25,717.34 |
| Expense                                  |           |
| ACUC - Expense                           |           |
| Waterline Fees                           |           |
| Utilities-Electric                       |           |
| 6350601 - [REDACTED] ACUC Hot Box 6404   | 26.03     |
| A635.07 - [REDACTED] Hot Box 6689        | 29.00     |
| Total Utilities-Electric                 | 55.03     |
| A635.08 - Waterline Supplies             | 8.96      |
| A635.09 - Waterline Water Usage          | 7,676.75  |
| Total Waterline Fees                     | 7,740.74  |
| Total ACUC - Expense                     | 7,740.74  |
| IDA-Expense                              |           |
| IDA Payroll                              |           |
| 631 - Salaries/Wages                     | 16,532.66 |
| 632 - Payroll Taxes                      | 1,264.75  |
| 633 - Payroll Processing Charges         | 125.42    |
| 634 - NYS Disability                     | -7.20     |
| 635 - NYS Paid Family Leave              | -71.42    |
| Total IDA Payroll                        | 17,844.21 |
| Internet                                 | 59.95     |
| Meeting Expense                          |           |
| Food & Beverage                          | 75.00     |
| Total Meeting Expense                    | 75.00     |

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Accrual Basis

ACIDA, ACLDC, ACCRC, ACUC  
**Profit & Loss**  
August 11 through September 4, 2026

|                                | Aug 11 - Sep 4, 26 |
|--------------------------------|--------------------|
| Miscellaneous                  |                    |
| 620.11 · other                 | 200.00             |
| Total Miscellaneous            | 200.00             |
| Office Expense                 |                    |
| Office Phones                  | 93.32              |
| Total Office Expense           | 93.32              |
| 620.13 · Office Supplies       |                    |
| 620.28 · Software              | 1,549.00           |
| Total 620.13 · Office Supplies | 1,549.00           |
| Total IDA-Expense              | 19,821.48          |
| LDC Expense                    |                    |
| Property                       | 118,188.06         |
| Total LDC Expense              | 118,188.06         |
| Transfer to ACUC               | 4,000.00           |
| Total Expense                  | 149,750.28         |
| Net Ordinary Income            | -124,032.94        |
| Net Income                     | -124,032.94        |

# ACIDA, ACLDC, ACCRC, ACUC Profit & Loss Prev Year Comparison January 1 through September 4, 2026

|                                       | Jan 1 - Sep 4, 26 | Jan 1 - Sep 4, 25 | \$ Change  | % Change |
|---------------------------------------|-------------------|-------------------|------------|----------|
| Ordinary Income/Expense               |                   |                   |            |          |
| Income                                |                   |                   |            |          |
| ACUC - Income                         | 11,001.00         | 0.00              | 11,001.00  | 100.0%   |
| Transfer from IDA                     | 21,562.05         | 21,073.38         | 488.67     | 2.3%     |
| ACUC400 - Waterline Customer payments |                   |                   |            |          |
| Total ACUC - Income                   | 32,563.05         | 21,073.38         | 11,489.67  | 54.5%    |
| CRC - Income                          |                   |                   |            |          |
| 475 - CRC CD Interest                 | 0.00              | 4,707.15          | -4,707.15  | -100.0%  |
| CRC CD                                | 5,790.52          | 1,489.59          | 4,300.93   | 288.7%   |
| CRC CD                                |                   |                   |            |          |
| Total 475 - CRC CD Interest           | 5,790.52          | 6,196.74          | -406.22    | -6.6%    |
| Total CRC - Income                    | 5,790.52          | 6,196.74          | -406.22    | -6.6%    |
| Crossroads-Income                     |                   |                   |            |          |
| Crossroads Refunds                    | 14.51             | 44.25             | -29.74     | -67.2%   |
| 420.00 - Rental Income                |                   |                   |            |          |
| 420.01 - AC Area Foundation           | 0.00              | 4,600.00          | -4,600.00  | -100.0%  |
| 420.02 - AC Depts at Crossroads       | 0.00              | 42,220.00         | -42,220.00 | -100.0%  |
| 420.02 - AC DEV-PLN-TOURISM           | 0.00              | 3,971.00          | -3,971.00  | -100.0%  |
| 420.03 - AC EMS-EMTs                  | 0.00              | 6,010.00          | -6,010.00  | -100.0%  |
| 420.04 - Audio Care                   | 450.00            | 4,050.00          | -3,600.00  | -88.9%   |
| Total 420.00 - Rental Income          | 450.00            | 60,851.00         | -60,401.00 | -99.3%   |
| Total Crossroads-Income               | 464.51            | 60,895.25         | -60,430.74 | -99.2%   |
| IDA Income                            |                   |                   |            |          |
| ACIDA 12 mos CD Interest              | 34,939.96         | 13,965.54         | 20,974.42  | 150.2%   |
| ACIDA 6 mos CD Interest               | 13,424.24         | 14,671.34         | -1,247.10  | -8.5%    |
| ACIDA CD Interest Income              |                   |                   |            |          |
| IDA CD                                | 3,944.76          | 0.00              | 3,944.76   | 100.0%   |
| Total ACIDA CD Interest Income        | 3,944.76          | 0.00              | 3,944.76   | 100.0%   |
| Bank Fees                             | 50.00             | 0.00              | 50.00      | 100.0%   |
| EPA Brownfield Grant                  | 84,525.98         | 12,361.13         | 72,164.85  | 583.8%   |
| Misc                                  |                   |                   |            |          |
| Economic Dev Training Event           | 602.92            | 0.00              | 602.92     | 100.0%   |
| Misc - Other                          | 35,000.00         | 0.00              | 35,000.00  | 100.0%   |
| Total Misc                            | 35,602.92         | 0.00              | 35,602.92  | 100.0%   |

# ACIDA, ACLDC, ACCRC, ACUC Profit & Loss Prev Year Comparison January 1 through September 4, 2026

|                                                  | Jan 1 - Sep 4, 26 | Jan 1 - Sep 4, 25 | \$ Change    | % Change |
|--------------------------------------------------|-------------------|-------------------|--------------|----------|
| Parking Lot Rental Fee                           | 0.00              | 10.00             | -10.00       | -100.0%  |
| Reimbursement                                    | 7,868.73          | 0.00              | 7,868.73     | 100.0%   |
| 400 - Pilot Administration Fees                  | -2,760,000.00     | -2,558,484.41     | -201,515.59  | -7.9%    |
| 400.01 - ACIDA Admin Fee                         | 13,804.26         | 1,000.00          | 12,804.26    | 1,280.4% |
| 400.02 - PILOT Application fee payment           | 0.00              | 2,500.00          | -2,500.00    | -100.0%  |
| 400.04 - Financial Assistance Fee                | 1,881,201.10      | 0.00              | 1,881,201.10 | 100.0%   |
| 400.05 - Annual Financial Assistance Fee         | 30.00             | 0.00              | 30.00        | 100.0%   |
| Late Fee / Interest                              | 19,500.01         | 0.00              | 19,500.01    | 100.0%   |
| 400.05 - Annual Financial Assistance Fee - Other |                   |                   |              |          |
| Total 400.05 - Annual Financial Assistance Fee   | 19,530.01         | 0.00              | 19,530.01    | 100.0%   |
| 416.00 - Microenterprise Grant Award             | 79,796.24         | 150,702.97        | -70,906.73   | -47.1%   |
| 420.08 - Rental Income - PM Research Bui         | 50,000.00         | 50,000.00         | 0.00         | 0.0%     |
| 480.00 - Program Delivery                        | 0.00              | 31,275.00         | -31,275.00   | -100.0%  |
| 484.00 - Reimbursements/Refunds                  | 669.63            | 31.40             | 638.23       | 2,032.6% |
| Total IDA Income                                 | -534,642.17       | -2,281,967.03     | 1,747,324.86 | 76.6%    |
| Interest Inc                                     | 0.91              | 0.00              | 0.91         | 100.0%   |
| LDC Income                                       | 1,006.85          | 0.00              | 1,006.85     | 100.0%   |
| Interest                                         |                   |                   |              |          |
| Total LDC Income                                 | 1,006.85          | 0.00              | 1,006.85     | 100.0%   |
| OFA - Income                                     |                   |                   |              |          |
| Refund                                           | 14.52             | 1,735.53          | -1,721.01    | -99.2%   |
| 420.12 - Rental Income                           | 0.00              | 78,300.00         | -78,300.00   | -100.0%  |
| 420.09 - Allegany County                         |                   |                   |              |          |
| Total 420.12 - Rental Income                     | 0.00              | 78,300.00         | -78,300.00   | -100.0%  |
| Total OFA - Income                               | 14.52             | 80,035.53         | -80,021.01   | -100.0%  |
| 450.00 - IDA PILOT Fees                          | 60,255.66         | 60,110.98         | 144.68       | 0.2%     |
| Total Income                                     | -434,546.15       | -2,053,655.15     | 1,619,109.00 | 78.8%    |
| Gross Profit                                     | -434,546.15       | -2,053,655.15     | 1,619,109.00 | 78.8%    |
| Expense                                          |                   |                   |              |          |
| ACUC - Expense                                   |                   |                   |              |          |
| Bad Debt                                         | 621.00            | 0.00              | 621.00       | 100.0%   |
| Insurance                                        | 0.00              | 771.66            | -771.66      | -100.0%  |
| Directors & Officers                             |                   |                   |              |          |
| Total Insurance                                  | 0.00              | 771.66            | -771.66      | -100.0%  |
| Professional Fees- Legal                         | 829.50            | 0.00              | 829.50       | 100.0%   |
| Reimbursement                                    | 7,868.73          | 0.00              | 7,868.73     | 100.0%   |

# ACIDA, ACLDC, ACCRC, ACUC Profit & Loss Prev Year Comparison January 1 through September 4, 2026

|                                                  | Jan 1 - Sep 4, 26 | Jan 1 - Sep 4, 25 | \$ Change        | % Change        |
|--------------------------------------------------|-------------------|-------------------|------------------|-----------------|
| <b>Waterline Fees</b>                            |                   |                   |                  |                 |
| <b>Utilities-Electric</b>                        |                   |                   |                  |                 |
| 6350601 · ACUC Hot Box 6404                      | 765.93            | 626.56            | 139.37           | 22.2%           |
| A635.07 · Hot Box 6689                           | 1,953.57          | 1,524.90          | 428.67           | 28.1%           |
| <b>Total Utilities-Electric</b>                  | <b>2,719.50</b>   | <b>2,151.46</b>   | <b>568.04</b>    | <b>26.4%</b>    |
| <b>Waterline Supplies</b>                        |                   |                   |                  |                 |
| A635.08 · Waterline Supplies                     | 790.94            | 291.06            | 499.88           | 171.7%          |
| A635.09 · Waterline Water Usage                  | 15,545.62         | 16,595.52         | -1,049.90        | -6.3%           |
| A635.21 · ACUC Exp-Annual Communications         | 500.00            | 542.50            | -42.50           | -7.8%           |
| A635.22 · Waterline Easement Compensation        | 1,200.00          | 1,200.00          | 0.00             | 0.0%            |
| <b>Total Waterline Fees</b>                      | <b>20,756.06</b>  | <b>20,780.54</b>  | <b>-24.48</b>    | <b>-0.1%</b>    |
| <b>6350302 · Office Supplies</b>                 |                   |                   |                  |                 |
| Postage                                          | 6.08              | 0.00              | 6.08             | 100.0%          |
| 6350302 · Office Supplies - Other                | 38.95             | 0.00              | 38.95            | 100.0%          |
| <b>Total 6350302 · Office Supplies</b>           | <b>45.03</b>      | <b>0.00</b>       | <b>45.03</b>     | <b>100.0%</b>   |
| <b>A635.01 · Insurance-Waterline Policy ENP0</b> |                   |                   |                  |                 |
|                                                  | 5,801.00          | 5,801.00          | 0.00             | 0.0%            |
| <b>A635.04 · Corporation Tax return</b>          |                   |                   |                  |                 |
| IRS Income Tax                                   | 0.00              | 5.00              | -5.00            | -100.0%         |
| NYS DTF Income Tax                               | 25.00             | 25.00             | 0.00             | 0.0%            |
| A635.04 · Corporation Tax return - Other         | 1,900.00          | 0.00              | 1,900.00         | 100.0%          |
| <b>Total A635.04 · Corporation Tax return</b>    | <b>1,925.00</b>   | <b>30.00</b>      | <b>1,895.00</b>  | <b>6,316.7%</b> |
| <b>A635.19 · Professional Fees- Permits</b>      |                   |                   |                  |                 |
|                                                  | 220.00            | 220.00            | 0.00             | 0.0%            |
| <b>Total ACUC - Expense</b>                      | <b>38,066.32</b>  | <b>27,603.20</b>  | <b>10,463.12</b> | <b>37.9%</b>    |
| <b>CRC-Expense</b>                               |                   |                   |                  |                 |
| <b>Insurance</b>                                 |                   |                   |                  |                 |
| <b>Directors &amp; Officers</b>                  |                   |                   |                  |                 |
|                                                  | 0.00              | 771.66            | -771.66          | -100.0%         |
| <b>Total Insurance</b>                           | <b>0.00</b>       | <b>771.66</b>     | <b>-771.66</b>   | <b>-100.0%</b>  |
| <b>Legal Fees</b>                                |                   |                   |                  |                 |
|                                                  | 118.50            | 0.00              | 118.50           | 100.0%          |
| <b>Total CRC-Expense</b>                         | <b>118.50</b>     | <b>771.66</b>     | <b>-653.16</b>   | <b>-84.6%</b>   |
| <b>Crossroads-Expense</b>                        |                   |                   |                  |                 |
| <b>Insurance</b>                                 |                   |                   |                  |                 |
| <b>Umbrella</b>                                  |                   |                   |                  |                 |
|                                                  | 0.00              | 262.00            | -262.00          | -100.0%         |
| <b>600.05 · Property</b>                         |                   |                   |                  |                 |
|                                                  | 0.00              | 2,991.00          | -2,991.00        | -100.0%         |
| <b>Total Insurance</b>                           | <b>0.00</b>       | <b>3,253.00</b>   | <b>-3,253.00</b> | <b>-100.0%</b>  |

# ACIDA, ACLDC, ACCRC, ACUC

## Profit & Loss Prev Year Comparison

### January 1 through September 4, 2026

|                                           | Jan 1 - Sep 4, 26 | Jan 1 - Sep 4, 25 | \$ Change  | % Change |
|-------------------------------------------|-------------------|-------------------|------------|----------|
| <b>Utilities</b>                          |                   |                   |            |          |
| Repair / Labor                            | 0.00              | 625.00            | -625.00    | -100.0%  |
| 600.15 · Electric                         | 2,133.55          | 7,310.59          | -5,177.04  | -70.8%   |
| 600.16 · Heat                             | 919.80            | 6,359.22          | -5,439.42  | -85.5%   |
| 600.20 · Water Machine                    | 0.00              | 474.95            | -474.95    | -100.0%  |
| 600.21 · Water Testing                    |                   |                   |            |          |
| 600.21 · Water Testing Supplies           | 76.55             | 269.02            | -192.47    | -71.5%   |
| 600.21 · Water Testing - Other            | 2,428.00          | 0.00              | 2,428.00   | 100.0%   |
| Total 600.21 · Water Testing              | 2,504.55          | 269.02            | 2,235.53   | 831.0%   |
| 600.221 · Water Yr Equipment Maintenance  | 0.00              | 150.00            | -150.00    | -100.0%  |
| 600.23 · Septic                           | 0.00              | 225.00            | -225.00    | -100.0%  |
| 6001901 · Internet                        | 0.00              | 445.63            | -445.63    | -100.0%  |
| 6002001 · Water Maintenance Chlorine-Salt | 0.00              | 160.00            | -160.00    | -100.0%  |
| Total Utilities                           | 5,557.90          | 16,019.41         | -10,461.51 | -65.3%   |
| 600.01 · Cleaning                         |                   |                   |            |          |
| 600.01 · Other                            | 0.00              | 192.40            | -192.40    | -100.0%  |
| 600.02 · Supplies                         | 0.00              | 1,011.66          | -1,011.66  | -100.0%  |
| 600.01 · Cleaning - Other                 | 0.00              | 4,992.22          | -4,992.22  | -100.0%  |
| Total 600.01 · Cleaning                   | 0.00              | 6,196.28          | -6,196.28  | -100.0%  |
| 600.04 · Equipment                        |                   |                   |            |          |
| 600.25 · Labor                            | 0.00              | 125.00            | -125.00    | -100.0%  |
| 6001115 · Supplies                        | 0.00              | 700.00            | -700.00    | -100.0%  |
| Total 600.04 · Equipment                  | 0.00              | 825.00            | -825.00    | -100.0%  |
| 600.07 · Lawn                             |                   |                   |            |          |
| 600.08 · other                            | 0.00              | 136.62            | -136.62    | -100.0%  |
| 600.07 · Lawn - Other                     | 0.00              | 315.00            | -315.00    | -100.0%  |
| Total 600.07 · Lawn                       | 0.00              | 451.62            | -451.62    | -100.0%  |
| 600.11 · Maintenance                      |                   |                   |            |          |
| Other                                     | 50.00             | 5,217.50          | -5,167.50  | -99.0%   |
| Supplies/Parts                            | 0.00              | 937.11            | -937.11    | -100.0%  |
| Total 600.11 · Maintenance                | 50.00             | 6,154.61          | -6,104.61  | -99.2%   |
| 600.12 · Plowing                          | 0.00              | 1,344.50          | -1,344.50  | -100.0%  |

**ACIDA, ACLDC, ACCRC, ACUC**  
**Profit & Loss Prev Year Comparison**  
**January 1 through September 4, 2026**

|                                  | Jan 1 - Sep 4, 26 | Jan 1 - Sep 4, 25 | \$ Change  | % Change |
|----------------------------------|-------------------|-------------------|------------|----------|
| 6001111 - Refuse                 |                   |                   |            |          |
| 6001116 - Environmental Charge   | 0.00              | 18.55             | -18.55     | -100.0%  |
| 6001111 - Refuse - Other         | 0.00              | 1,114.30          | -1,114.30  | -100.0%  |
| Total 6001111 - Refuse           | 0.00              | 1,132.85          | -1,132.85  | -100.0%  |
| 6001112 - Miscellaneous Expense  | 0.00              | 33.00             | -33.00     | -100.0%  |
| Total Crossroads-Expense         | 5,607.90          | 35,410.27         | -29,802.37 | -84.2%   |
| IDA-Expense                      |                   |                   |            |          |
| EPA Brownfield Grant             |                   |                   |            |          |
| Consultants/Contractual          | 76,417.13         | 14,242.50         | 62,174.63  | 436.5%   |
| Indirect Costs                   | 75.00             | 275.00            | -200.00    | -72.7%   |
| Conference Fees                  |                   |                   |            |          |
| Total Indirect Costs             | 75.00             | 275.00            | -200.00    | -72.7%   |
| Travel                           | 835.84            | 2,186.29          | -1,350.45  | -61.8%   |
| Total EPA Brownfield Grant       | 77,327.97         | 16,703.79         | 60,624.18  | 362.9%   |
| IDA Payroll                      |                   |                   |            |          |
| 631 - Salaries/Wages             | 143,890.94        | 51,853.87         | 92,037.07  | 177.5%   |
| 632 - Payroll Taxes              | 9,265.48          | 4,092.82          | 5,172.66   | 126.4%   |
| 633 - Payroll Processing Charges | 1,248.84          | 925.70            | 323.14     | 34.9%    |
| 634 - NYS Disability             | 109.50            | 99.80             | 9.70       | 9.7%     |
| 635 - NYS Paid Family Leave      | 533.86            | 264.07            | 269.79     | 102.2%   |
| Total IDA Payroll                | 155,048.62        | 57,236.26         | 97,812.36  | 170.9%   |
| Internet                         |                   |                   |            |          |
| Meeting Expense                  | 539.55            | 0.00              | 539.55     | 100.0%   |
| Food & Beverage                  |                   |                   |            |          |
| other                            | 952.42            | 0.00              | 952.42     | 100.0%   |
| Total Meeting Expense            | 500.00            | 86.70             | 413.30     | 476.7%   |
| Total Meeting Expense            | 1,452.42          | 86.70             | 1,365.72   | 1,575.2% |
| Miscellaneous                    |                   |                   |            |          |
| Labor & Mileage                  | 63.80             | 86.15             | -22.35     | -25.9%   |
| 620.11 - other                   | 200.00            | 214.00            | -14.00     | -6.5%    |
| Miscellaneous - Other            | 711.66            | 0.00              | 711.66     | 100.0%   |
| Total Miscellaneous              | 975.46            | 300.15            | 675.31     | 225.0%   |
| Office Expense                   |                   |                   |            |          |
| Office Phones                    | 839.88            | 0.00              | 839.88     | 100.0%   |
| Total Office Expense             | 839.88            | 0.00              | 839.88     | 100.0%   |

# ACIDA, ACLDC, ACCRC, ACUC Profit & Loss Prev Year Comparison January 1 through September 4, 2026

|                                                   | Jan 1 - Sep 4, 26 | Jan 1 - Sep 4, 25 | \$ Change  | % Change |
|---------------------------------------------------|-------------------|-------------------|------------|----------|
| <b>Tax</b>                                        |                   |                   |            |          |
| County & Town Taxes                               | 36.84             | 0.00              | 36.84      | 100.0%   |
| 6202502 · Fire Protection Tax                     | 0.00              | 325.37            | -325.37    | -100.0%  |
| <b>Total Tax</b>                                  | 36.84             | 325.37            | -288.53    | -88.7%   |
| <b>Travel Expense</b>                             |                   |                   |            |          |
| Conference Fees                                   | 1,745.00          | 0.00              | 1,745.00   | 100.0%   |
| Other                                             | 2,324.37          | 1,408.10          | 916.27     | 65.1%    |
| Travel Expense - Other                            | -311.66           | 0.00              | -311.66    | -100.0%  |
| <b>Total Travel Expense</b>                       | 3,757.71          | 1,408.10          | 2,349.61   | 166.9%   |
| 620.01 · Advertising                              | 34.05             | 1,125.44          | -1,091.39  | -97.0%   |
| 620.101 · Maintenance                             |                   |                   |            |          |
| 620.32 · Belmont School Parking Lot               | 0.00              | 150.00            | -150.00    | -100.0%  |
| 620.101 · Maintenance - Other                     | 0.00              | -500.00           | 500.00     | 100.0%   |
| <b>Total 620.101 · Maintenance</b>                | 0.00              | -350.00           | 350.00     | 100.0%   |
| <b>620.13 · Office Supplies</b>                   |                   |                   |            |          |
| other                                             | 1,344.74          | 1,241.40          | 103.34     | 8.3%     |
| 620.12 · Postage-shipping                         | 505.76            | 635.20            | -129.44    | -20.4%   |
| 620.28 · Software                                 | 2,502.77          | 1,292.37          | 1,210.40   | 93.7%    |
| 620.13 · Office Supplies - Other                  | 100.99            | 539.69            | -438.70    | -81.3%   |
| <b>Total 620.13 · Office Supplies</b>             | 4,454.26          | 3,708.66          | 745.60     | 20.1%    |
| 620.14 · Pilot Payments                           |                   |                   |            |          |
| IDA Pilot Fees pass-thru                          | 60,255.66         | 60,110.98         | 144.68     | 0.2%     |
| <b>Total 620.14 · Pilot Payments</b>              | 60,255.66         | 60,110.98         | 144.68     | 0.2%     |
| <b>620.26 · Awards-Grants</b>                     |                   |                   |            |          |
| Program Delivery                                  | 10,800.00         | 18,750.00         | -7,950.00  | -42.4%   |
| 6202601 · Microenterprise 20ME517-22              |                   |                   |            |          |
| Microenterprise 20ME517-22 ext                    | 77,991.24         | 150,702.97        | -72,711.73 | -48.3%   |
| <b>Total 6202601 · Microenterprise 20ME517-22</b> | 77,991.24         | 150,702.97        | -72,711.73 | -48.3%   |
| 6202602 · Microenterprise Grant Admin cos         | 5,525.00          | 12,525.00         | -7,000.00  | -55.9%   |
| <b>Total 620.26 · Awards-Grants</b>               | 94,316.24         | 181,977.97        | -87,661.73 | -48.2%   |
| 620.27 · Office Equipment                         | 350.00            | 1,298.99          | -948.99    | -73.1%   |
| 6200401 · Insurance                               |                   |                   |            |          |
| Property                                          | 1,902.32          | 0.00              | 1,902.32   | 100.0%   |
| Truck Stop, Parking Lot, Friend                   | 2,744.70          | 4,575.00          | -1,830.30  | -40.0%   |
| <b>Workers Compensation</b>                       | 642.00            | 562.00            | 80.00      | 14.2%    |

09/04/26

Accrual Basis

# ACIDA, ACLDC, ACCRC, ACUC

## Profit & Loss Prev Year Comparison

### January 1 through September 4, 2026

|                                                 | Jan 1 - Sep 4, 26 | Jan 1 - Sep 4, 25 | \$ Change  | % Change |
|-------------------------------------------------|-------------------|-------------------|------------|----------|
| 620.31 · Directors & Officers                   |                   |                   |            |          |
| Fees and Taxes                                  | 295.00            | 0.00              | 295.00     | 100.0%   |
| 620.31 · Directors & Officers - Other           | 2,120.00          | 252.68            | 1,867.32   | 739.0%   |
| Total 620.31 · Directors & Officers             | 2,415.00          | 252.68            | 2,162.32   | 855.8%   |
| 6200401 · Insurance - Other                     | 1,163.22          | 0.00              | 1,163.22   | 100.0%   |
| Total 6200401 · Insurance                       | 8,867.24          | 5,389.68          | 3,477.56   | 64.5%    |
| 6201901 · Professional fees                     |                   |                   |            |          |
| Executive Director - ASC                        | 0.00              | 36,666.65         | -36,666.65 | -100.0%  |
| other                                           | 0.00              | 309.90            | -309.90    | -100.0%  |
| Training Personnel                              | 500.00            | 0.00              | 500.00     | 100.0%   |
| 620.15 · Accounting                             | 21,600.00         | 0.00              | 21,600.00  | 100.0%   |
| 620.16 · Bank Fees                              | 318.43            | 0.00              | 318.43     | 100.0%   |
| 620.18 · Legal                                  |                   |                   |            |          |
| postage reimbursement                           | 0.00              | 117.36            | -117.36    | -100.0%  |
| 620.18 · Legal - Other                          | 61,145.58         | 10,764.18         | 50,381.40  | 468.1%   |
| Total 620.18 · Legal                            | 61,145.58         | 10,881.54         | 50,264.04  | 461.9%   |
| 620.29 · NYS Economic Development Council       |                   |                   |            |          |
| Conference-Registration                         | 0.00              | 760.00            | -760.00    | -100.0%  |
| Total 620.29 · NYS Economic Development Council | 0.00              | 760.00            | -760.00    | -100.0%  |
| 6201501 · Consulting                            | 39,300.00         | -7,333.00         | 46,633.00  | 635.9%   |
| 6201502 · Appraisals                            | 0.00              | 2,500.00          | -2,500.00  | -100.0%  |
| 6201503 · Transcription                         | 285.00            | 930.00            | -645.00    | -69.4%   |
| 6201901 · Professional fees - Other             | 0.00              | 13,977.90         | -13,977.90 | -100.0%  |
| Total 6201901 · Professional fees               | 123,149.01        | 58,692.99         | 64,456.02  | 109.8%   |
| IDA-Expense - Other                             | 27.11             | 0.00              | 27.11      | 100.0%   |
| Total IDA-Expense                               | 531,432.02        | 388,015.08        | 143,416.94 | 37.0%    |
| LDC Expense                                     |                   |                   |            |          |
| Bank Fees                                       | 6.00              | 0.00              | 6.00       | 100.0%   |
| Office                                          |                   |                   |            |          |
| Supplies                                        | 79.74             | 0.00              | 79.74      | 100.0%   |
| Total Office                                    | 79.74             | 0.00              | 79.74      | 100.0%   |
| Professional Fees - Legal Fees                  | 3,669.75          | 0.00              | 3,669.75   | 100.0%   |

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Accrual Basis

# ACIDA, ACLDC, ACCRC, ACUC Profit & Loss Prev Year Comparison January 1 through September 4, 2026

|                             | Jan 1 - Sep 4, 26 | Jan 1 - Sep 4, 25 | \$ Change  | % Change |
|-----------------------------|-------------------|-------------------|------------|----------|
| Property                    |                   |                   |            |          |
| Fees                        | 1.30              | 0.00              | 1.30       | 100.0%   |
| Property - Other            | 148,188.06        | 0.00              | 148,188.06 | 100.0%   |
| Total Property              | 148,189.36        | 0.00              | 148,189.36 | 100.0%   |
| Total LDC Expense           | 151,944.85        | 0.00              | 151,944.85 | 100.0%   |
| OFA - Expense               |                   |                   |            |          |
| Utilities                   |                   |                   |            |          |
| 625.11 - Electric           | 0.00              | 3,557.20          | -3,557.20  | -100.0%  |
| 625.12 - Heat               | 486.60            | 5,547.35          | -5,060.75  | -91.2%   |
| 625.13 - Water Machine      | 0.00              | 474.95            | -474.95    | -100.0%  |
| 625.14 - Water Testing      | -2,505.00         | 550.00            | -3,055.00  | -555.5%  |
| 625.16 - Septic             | 0.00              | 225.00            | -225.00    | -100.0%  |
| 6251302 - Repair / Labor    | 0.00              | 625.00            | -625.00    | -100.0%  |
| Total Utilities             | -2,018.40         | 10,979.50         | -12,997.90 | -118.4%  |
| 625.02 - Cleaning           |                   |                   |            |          |
| 625.03 - Supplies           | 0.00              | 1,035.56          | -1,035.56  | -100.0%  |
| 625.02 - Cleaning - Other   | 0.00              | 5,107.66          | -5,107.66  | -100.0%  |
| Total 625.02 - Cleaning     | 0.00              | 6,143.22          | -6,143.22  | -100.0%  |
| 625.06 - Lawn               | 0.00              | 451.61            | -451.61    | -100.0%  |
| 625.09 - Plowing            | 0.00              | 1,344.50          | -1,344.50  | -100.0%  |
| 625.10 - Refuse             |                   |                   |            |          |
| Environmental Charge        | 0.00              | 18.55             | -18.55     | -100.0%  |
| 625.10 - Refuse - Other     | 0.00              | 871.32            | -871.32    | -100.0%  |
| Total 625.10 - Refuse       | 0.00              | 889.87            | -889.87    | -100.0%  |
| 6250701 - Maintenance       |                   |                   |            |          |
| Supplies/Parts              | 0.00              | 303.76            | -303.76    | -100.0%  |
| 625.08 - Other              | 175.00            | 4,317.50          | -4,142.50  | -96.0%   |
| Total 6250701 - Maintenance | 175.00            | 4,621.26          | -4,446.26  | -96.2%   |
| 630 - Insurance             |                   |                   |            |          |
| umbrella                    | 0.00              | 262.00            | -262.00    | -100.0%  |
| 625.04 - Property           | 0.00              | 2,991.00          | -2,991.00  | -100.0%  |
| Total 630 - Insurance       | 0.00              | 3,253.00          | -3,253.00  | -100.0%  |
| Total OFA - Expense         | -1,843.40         | 27,682.96         | -29,526.36 | -106.7%  |

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Accrual Basis

ACIDA, ACLDC, ACCRC, ACUC  
Profit & Loss Prev Year Comparison  
January 1 through September 4, 2026

|                     | Jan 1 - Sep 4, 26 | Jan 1 - Sep 4, 25 | \$ Change    | % Change |
|---------------------|-------------------|-------------------|--------------|----------|
| Transfer to ACUC    | 11,001.00         | 0.00              | 11,001.00    | 100.0%   |
| Total Expense       | 736,327.19        | 479,483.17        | 256,844.02   | 53.6%    |
| Net Ordinary Income | -1,170,873.34     | -2,533,138.32     | 1,362,264.98 | 53.8%    |
| Net Income          | -1,170,873.34     | -2,533,138.32     | 1,362,264.98 | 53.8%    |

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Accrual Basis

ACIDA  
**Expenses by Vendor Summary**  
August 11 through September 4, 2026

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|                                         | <u>Aug 11 - Sep 4, 26</u> |
|-----------------------------------------|---------------------------|
| ACUC                                    | 4,000.00                  |
| Armstrong Business Solutions            | 153.27                    |
| CCE Allegany                            | 75.00                     |
| NYSLRS                                  | 420.20                    |
| QuickBooks Intuit                       | 1,149.00                  |
| Southern Tier West Regional P & D Board | 600.00                    |
| <b>TOTAL</b>                            | <u><u>6,397.47</u></u>    |

ACIDA  
Deposit Detail  
August 11 through September 4, 2026

| Type    | Num | Date       | Name           | Account                                  | Amount    |
|---------|-----|------------|----------------|------------------------------------------|-----------|
| Deposit | DEP | 08/11/2026 | Swain Resort   | 110.02 · Community Checking IDA          | 500.00    |
|         |     |            |                | 400.05 · Annual Financial Assistance Fee | -500.00   |
| TOTAL   |     |            |                |                                          | -500.00   |
| Deposit | DEP | 08/11/2026 | Madison Energy | 110.02 · Community Checking IDA          | 1,000.00  |
|         |     |            |                | 400.05 · Annual Financial Assistance Fee | -1,000.00 |
| TOTAL   |     |            |                |                                          | -1,000.00 |
| Deposit | DEP | 08/11/2026 | Madison Energy | 110.02 · Community Checking IDA          | 1,000.00  |
|         |     |            |                | 400.05 · Annual Financial Assistance Fee | -1,000.00 |
| TOTAL   |     |            |                |                                          | -1,000.00 |
| Deposit | DEP | 08/11/2026 | Madison Energy | 110.02 · Community Checking IDA          | 1,000.00  |
|         |     |            |                | 400.05 · Annual Financial Assistance Fee | -1,000.00 |
| TOTAL   |     |            |                |                                          | -1,000.00 |



**Allegany County Industrial Development Agency  
Allegany County Local Development Corporation**

**DIVERSITY POLICY**

**DIVERSITY AND INCLUSION POLICY**

**A. Introduction**

1. **Scope** - This diversity policy applies to all human resources, employment practices, and community partnerships available for both the Allegany County Industrial Development Agency and the Allegany County Local Development Corporation (the Agencies) on their own behalf or on behalf of any other entity or individual.
2. **Objectives** - The primary objectives of the Agencies' diversity and inclusion activities are, in priority order:
  - a. To conform with all applicable federal, state, and other legal requirements (compliance);
  - b. To adequately safeguard a welcoming, equitable workplace culture (culture);
  - c. To provide sufficient outreach to meet all hiring requirements within rural demographic limits (recruitment);
  - d. To obtain a reasonable rate of retention and diverse perspective (retention).
3. **Prudence** - All participants in the hiring process and all participants responsible for the Agencies' governance shall seek to act responsibly as custodians of the public trust and shall avoid any transaction that might impair confidence in the Agencies to govern effectively. All participants involved in the recruitment process and all participants responsible for managing the Agencies' personnel shall refrain from personal bias or activity that could conflict with proper execution of the diversity program or which could impair their ability to make impartial decisions.
4. **Broad Definition of Diversity** - It is the policy of the Agencies to diversify their candidate pools and internal teams by seeking diversity of thought, background, age, socioeconomic status, and professional experience to maximize inclusion within regional demographics.
5. **Internal Controls**
  - a. All demographic and protected-class data collected by any officer or employee of the Agencies shall be immediately secured in such systems as designated by the Agencies for the receipt of such confidential records.

b. The Agencies shall maintain or cause to be maintained a proper record of all applicant tracking, equal opportunity reports, or other evidences of outreach held by the Agencies for compliance purposes.

c. The Agencies are responsible for establishing and maintaining internal control structures to provide reasonable assurance that hiring practices are safeguarded against bias, that transactions are executed in accordance with management's authorization and recorded properly, and are managed in compliance with applicable laws and regulations.

## **B. Diversity Policy**

1. **Permitted and Protected Classes** - Pursuant to the New York State Human Rights Law (NYSHRL), the Agencies strictly prohibit discrimination and harassment, and actively supports equal opportunity across the following protected categories:

- a. Age, race, creed, color, or national origin;
- b. Sexual orientation, gender identity, or expression;
- c. Military status or veteran background;
- d. Sex, disability, or predisposing genetic characteristics;
- e. Familial status, marital status, or domestic violence victim status.

2. **Authorized Recruitment Strategies** - The Agencies shall work in partnership with organizations throughout the County for diversity purposes and to establish appropriate limits to ensure realistic execution within our rural landscape.

## **C. Workplace Environment Policy**

1. **Safeguarding Inclusion** - In accordance with the provisions of New York State law, all facilities, programs, and daily operations of the Agencies will be secured against hostile work environments.

- a. By pledge of prompt, impartial investigation into any complaints of discrimination or harassment.
- b. By an eligible reporting mechanism that protects employees from retaliation.

**Approved and adopted:** \_\_\_\_\_



**Allegany County Industrial Development Agency  
Allegany County Local Development Corporation**

**ANTI-NEPOTISM POLICY**

**SECTION 1. PURPOSE AND AUTHORITY.** This policy establishes the anti-nepotism guidelines for all members, officers, and employees of the Allegany County Industrial Development Agency (ACIDA) and the Allegany County Local Development Corporation (ACLDC) (the Agencies). It aligns with the restrictions established by Public Officers Law § 73(14). This policy is intended to supplement the broader Conflict of Interest Policies of the Agencies to ensure integrity, trust, and transparency in all operational and employment decisions.

**SECTION 2. DEFINITIONS.**

- (A) Relative: Any person living in the same household as the any member, officer, or employee of the Agencies.
  - a. A relative is also defined as any person who is a direct descendant of the covered individual's grandparents, or the spouse of such a descendant.

**SECTION 3. PROHIBITED ACTIONS.**

- (B) No member, officer, or employee of the Agencies shall directly or indirectly supervise a relative.
- (C) No individual shall participate in any decision to hire, promote, discipline, or discharge a relative who is, or is under consideration to become, an employee.
- (D) Agency representatives are strictly prohibited from awarding a contract to a business in which a relative has an interest.
- (E) Agency representatives cannot authorize or invest funds into a business in which a relative has an interest.

**SECTION 4. PROCEDURE AND ENFORCEMENT.**

- (F) If an individual is unsure if they have participated in a decision concerning a relative, or if a potential conflict arises, they must disclose the nature of the interest to the Governance Committee and/or Ethics Officer.
- (G) Directors and employees must recuse or abstain from all deliberations, internal discussions, and votes on matters involving a relative. In instances where recusal does not cure the conflict, the director or employee may be required to resign from the position creating the conflict.
- (H) Violating state nepotism restrictions can result in a maximum fine of \$40,000.
- (I) Any contract willfully entered into where there is a prohibited interest shall be null, void, and wholly unenforceable.
- (J) A copy of this policy must be posted conspicuously in the offices of the Agencies for all officers, members, and employees to review.

**Adopted:** \_\_\_\_\_



## **Allegany County Industrial Development Agency**

### **Educational Assistance Policy** (for eligible full-time employees)

**Purpose** - The ACIDA supports the continued education and professional development of eligible full-time employees (FTEs) who have completed at least one year of service. This policy is designed to enable employees to further their education, improve their skills and contribution to the ACIDA; align employee advancement with the ACIDA's strategic priorities; encourage retention by providing a structured forgiveness schedule; and comply with the federal educational assistance tax-exclusion (Internal Revenue Code § 127) up to the annual limit.

**Eligibility** - All regular full-time employees (FTE) who have completed at least one (1) year of continuous service as of the date of application are eligible.

- The employee must be actively employed in good standing (not under formal disciplinary action) at the time of application and while participating in the program.
- The educational program or coursework to be supported must be demonstrably aligned with the ACIDA's strategic priorities — that is, the knowledge, skills, credential or credentialing pathway gained must support the ACIDA's mission, goals, or operational strategy.
- The employee must maintain a cumulative GPA of 3.0 or better (on a 4.0 scale, or equivalent as defined by the institution) for the coursework supported under this program.
- Participation is at the discretion of the ACIDA, subject to budget availability, operational needs, managerial endorsement and approval of the program.

**Annual Benefit Limit** - The ACIDA will provide tuition assistance up to a maximum of \$5,250 per calendar year for each eligible employee, consistent with the tax-free educational assistance limit under IRC § 127 for employer-provided educational assistance. Tuition assistance may include tuition, required fees, books and required supplies for the course. This benefit is non-transferable, and unused benefits in one calendar year cannot be carried forward to a subsequent year.

**Covered Education and Courses** - Eligible education: Coursework at an accredited college/university (undergraduate or graduate), or a certificate/credential program, or approved continuing-education aligned with the ACIDA's needs. The education program or coursework pursued must match with the strategic priorities of the ACIDA — i.e. it must support the ACIDA's mission, goals, or talent-development strategy.

- Covered expenses: Tuition, required fees, books and required supplies for the approved course(s).



## **Allegany County Industrial Development Agency**

- Non-covered expenses: Meals, lodging, transportation, tools or equipment retained after the course (unless specifically approved), hobby or sports-related courses unless required for the role or credential, or costs not directly tied to the approved education plan.

Courses should not begin (i.e., registration/payment) prior to approval by the ACIDA, unless otherwise approved in writing.

**Application and Approval** - Applicants must submit to the Executive Director, or in the case of the Executive Director, directly to the Board Chairman:

- A description of the education plan: institution, program, course(s), cost estimate.
- Evidence (or a plan) showing how the coursework aligns with the ACIDA's strategic priorities (e.g., skills gap analysis, credential relevance, future role).
- Their commitment to maintain a cumulative GPA  $\geq 3.0$ .
- Managerial endorsement confirming relevance of the education to the employee's role and to the ACIDA's priorities.

The ACIDA must approve the application in writing before any tuition assistance is committed. After approval, the ACIDA will either pay the educational institution directly or reimburse the employee upon proof of payment and successful completion of the course (with required GPA) as described herein.

**Payment and Reimbursement Process** - Payment will follow submission of required documentation: invoice or registration confirmation, proof of payment (if reimbursed), final grade report showing completion and that the GPA requirement (3.0) is met for the term/course. At the time of payment and for the duration of the forgiveness schedule (see below), the employee must remain an active FTE in good standing. If an employee fails to complete the course satisfactorily or fails to maintain the required GPA, the ACIDA may suspend further assistance, and repayment or withholding of assistance may apply per the award agreement.

**Forgiveness Schedule and Repayment Obligation** - Assistance provided under this program will be subject to a five (5)-year forgiveness schedule, starting from the date of the last tuition payment under the award.

- After 1 full year of continuous service post-payment: 20% forgiveness of the total assistance amount.
- After 2 full years: 40% total forgiveness.
- After 3 full years: 60% total forgiveness.



## **Allegany County Industrial Development Agency**

- After 4 full years: 80% total forgiveness.
- After 5 full years: 100% forgiveness (i.e., complete discharge of repayment obligation).

**Repayment Obligation** - If an employee voluntarily terminates employment with the ACIDA (i.e., resigns or gives notice) prior to completing the full 5-year forgiveness schedule, the employee must reimburse the ACIDA for the un-forgiven portion of the tuition assistance. The employee must repay the un-forgiven portion within a timeframe and by means designated by the ACIDA.

The ACIDA may deduct the reimbursement from the employee's final pay or any other amounts due, to the extent permitted by law. If an employee is involuntarily terminated by the ACIDA without cause, or leaves due to death or disability, the ACIDA reserves the right (in its sole discretion) to waive the repayment obligation.

**Program Limits and Conditions** - Employees may participate only once per calendar year (unless otherwise approved by the ACIDA) and only while eligible as defined by this policy. The ACIDA may limit participation based on budget availability, business needs or strategic priorities. The ACIDA reserves the right to modify, suspend or terminate the program at any time. Awards already granted remain subject to the terms in effect at the time of award unless explicitly amended. The program will be administered in compliance with IRC § 127 and any applicable federal, state or local laws.

**Tax Treatment** - The ACIDA intends to treat this program as a qualified educational assistance program under IRC § 127 so that eligible assistance up to \$5,250 per calendar year can be excluded from the employee's gross income for federal income tax purposes.

**Administration, Records and Compliance** - The ACIDA will maintain records on employee service dates, award amounts, forgiveness schedule tracking, GPA documentation, program alignment reviews, and repayment obligations. Prior to each award, the employee must sign an award letter or agreement specifying: assistance amount, strategic alignment justification, GPA requirement, forgiveness schedule, repayment terms, and any other conditions. The program will be reviewed periodically for compliance, alignment with strategic workforce goals, budget impact, retention outcomes, and return on investment.

**Policy Review and Effective Date** - This policy is effective as of January 1, 2026. The ACIDA reserves the right to amend or terminate this policy at any time. All amendments will be communicated to eligible employees and will indicate whether they apply to existing awards or only to new awards.

**Adopted:** \_\_\_\_\_

## AGREEMENT

Made effective as of the 16th day of July, 2026 by and between **ALLEGANY COUNTY INDUSTRIAL DEVELOPMENT AGENCY**, a public benefit agency organized and existing under the laws of the State of New York with offices at Crossroads Center, 6087 State Route 19N, Suite 100, Belmont, New York 14813 (hereinafter "ACIDA") and **H. SICHERMAN & COMPANY, INC.**, a New York corporation doing business as The Harrison Studio, with offices at 160 Washburn Street, Suite 200, P.O. Box 473, Lockport, New York 14095 (hereinafter "Contractor")

WITNESSETH:

WHEREAS, ACIDA issued a Request for Proposals dated May 14, 2026 for the provision of general services to assist in the planning, administration, management, and implementation of economic and community development strategies and activities, including those funded with Community Development Block Grant ("CDBG") funding awarded through the New York State Office of Community Renewal ("OCR"); and

WHEREAS, Contractor has provided to ACIDA a proposal dated June 2, 2026 that offers to provide technical assistance and services in connection with the planning, administration, management and implementation of economic development programs and planning activities, including CDBG economic development and microenterprise grant programming awards (the "Proposal"), such Proposal being attached hereto as Exhibit A; and

WHEREAS, Allegany County (the "County") was awarded CDBG funding by OCR (Project No. 20ME501-26) for the purpose of implementing a microenterprise assistance program (the "Microenterprise Program"), which Microenterprise Program will be administered and implemented by ACIDA; and

WHEREAS, the parties hereto are desirous of entering into an agreement for the provision of general services by Contractor to ACIDA in connection with the planning, administration, management and implementation of ACIDA's economic development strategies and planning activities and the administration and implementation of CDBG grant awards (including the Microenterprise Program) consistent with the Proposal.

NOW, THEREFORE, the parties hereto do mutually agree as follows:

### SCOPE OF SERVICES

At the direction of the ACIDA, Contractor will provide services to the ACIDA in connection with the administration and implementation of OCR grants and CDBG funding and the provision of general services, including, but not limited to:

#### CDBG Funding-Economic Development and Microenterprise

Technical assistance necessary for the administration of CDBG projects (including the Microenterprise Program) including, but not limited to, assisting the ACIDA in the development of written program guidelines that address eligibility, program standards,

application processing, approvals, closings and disbursements, and post-approval monitoring; development of forms for program implementation, including a program fact sheet for marketing purposes, an application and income qualification form, and internal application processing and tracking spreadsheets for OCR-required data; the establishment and maintenance of books of account; developing and implementing management systems to provide appropriate recordkeeping, including budget and accounting spreadsheets to track grant approvals, grant administration, and program delivery obligations, disbursements, and balances; assistance in the procurement, selection, and award of contracts as necessary; preparation of required environmental review records, including programmatic and individual project NEPA reviews; assurance of consistency with all Federal requirements regarding procurement, labor standards, fair housing, and job creation; preparation of required reports and funding draws; assistance in developing an entrepreneurial training program consistent with the rules, regulations and policies of the OCR and CDBG program; oversight of audit activities and recordkeeping to ensure compliance with the rules, regulations, and policies of the OCR; preparation for and oversight of OCR monitoring process; preparation of grant closeout materials; and all other activities of an administrative nature.

Technical assistance necessary for program delivery of CDBG projects (including the Microenterprise Program), including, but not limited to:

- Assistance in processing client grant applications including due diligence associated with project review, preparation of a written credit analysis, and presentation of recommendations to approving authority
- Preparation of grant agreements for each awardee and provision of technical assistance as required to facilitate closings and disbursements of funds
- Procurement of cost documentation and interface with microenterprises and other businesses as required to verify costs and satisfaction of equity requirements
- Technical assistance to ensure compliance with CDBG regulations regarding low-and-moderate income benefit
- Technical assistance as appropriate to ensure that all program activities are implemented in an effective and timely manner.

#### General Services

1. Technical assistance in the development, administration, and implementation of economic development program projects, including requirements and systems necessary for compliance associated with the use of CDBG funds.
2. Technical assistance regarding the financing of economic development projects and provision of credit analysis and loan portfolio management services, and all other factors associated with the provision of public financing for economic development activities.
3. Technical assistance relating to the planning and implementation of community development projects including municipal infrastructure, community facilities, housing, and public services.

4. Other general planning and community development activities as may be required including municipal planning, appropriate land use, and applications for financial assistance.
5. General administrative and program delivery assistance relating to the implementation of future CDBG projects.

## REMUNERATION

1. Consultant labor will be charged at the following rates through December 31, 2026:

|                       |                                        |
|-----------------------|----------------------------------------|
| R. Charles Bell       | .....\$175.00 per hour                 |
| Michael Zimmerman     | .....\$170.00 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                 |
| Other Professional    | .....\$ 98.00 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.

2. Travel by private automobile will be charged at the maximum Federal reimbursement rate.
3. All other expenses will be charged at cost.
4. Total contract charges for services rendered under this Agreement with respect to the implementation and administration of an OCR grant shall not exceed the amount included in such grant for grant administration and program delivery.
5. Requisitions for payment shall be presented to ACIDA by Contractor in a standard invoice format and shall include a reasonable description of labor charges and expenses, including copies of receipts where appropriate. Payment shall be made by ACIDA within sixty (60) days of receipt of such requisition. For any delinquent payments due Contractor pursuant to this agreement, ACIDA shall pay to Contractor a late fee equal to one percent (.01) per month of the overdue amount.

## MISCELLANEOUS

1. ACIDA and any of its duly authorized representatives shall have access to any books, papers, documents, and records of Contractor which are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts, and transcriptions.
2. Contractor shall retain all required records that are directly pertinent to this Agreement for four years after ACIDA has made final payment under this Agreement and all other pending matters are closed.

3. Contractor agrees that none of its officers or employees will hold themselves out as, or claim to be, an officer or employee of ACIDA or its agents, and that neither Contractor, nor any of its officers or employees will by reason therefore, make any claim, demand, or application to or for any right or privilege applicable to an officer or employee of ACIDA.
4. Contractor acknowledges and agrees that neither Contractor nor its agents, officers, or employees shall be covered by any Worker's Compensation Insurance policy or Disability Insurance policy maintained by ACIDA, and that Contractor shall be solely responsible for maintaining such coverage to the extent required by law.
5. To the extent Contractor undertakes the performance of experimental, developmental, or research work pursuant to this Agreement, the Federal Government and the recipient of any OCR CDBG grant, shall have patent rights in any resulting invention in accordance with 37 CFR part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the United States Department of Housing and Urban Development.
6. The parties to this Agreement shall be bound by, and comply with, all applicable Federal, State, and local laws and regulations, including, but not limited to, 2 CFR Part 200 and 24 CFR Part 570.
7. Contractor hereby indemnifies the Housing Trust Fund Corporation, its agents, and its employees from and against any and all claims, actions, damages, losses, expenses and costs of every nature, including reasonable attorney's fees, incurred by or assessed or imposed against the Housing Trust Fund Corporation, to the fullest extent permitted by law, arising out of any services provided by Contractor pursuant to this Agreement that are being funded in whole or in part with New York State CDBG funds.
8. To the fullest extent allowed by law, Contractor shall defend, indemnify and hold harmless ACIDA, its employees, officers, directors and agents, against claims arising from work relative to this agreement. Contractor shall name ACIDA as Additional Insured on a primary basis with waiver of subrogation on Contractor's General and Professional Liability policies as well as the Contractor's Auto Liability policies. Contractor shall provide proof of these insurance coverages and their Workers Compensation coverage to ACIDA prior to commencing work for ACIDA.
9. Contractor states it has complied with the New York State mandatory annual sexual harassment training requirements and has provided each of its employees with a copy of its sexual harassment policy and the information presented at the training in English and, if different, the primary language of each employee.
10. Contractor represents that this Agreement will not result in the relocation of any industrial or commercial plant, facility or operation from one Labor Market Area (LMA) to another and that funding under this Agreement will not be used to assist directly the relocation of any industrial or commercial plant, facility, or operation, from one area to another area, if the relocation is likely to result in a significant loss of employment in the labor market area (LMA) from which the relocation occurs.

11. With respect to activities funded in whole or in part with New York State CDBG funds, the OCR, the Comptroller General of the United States, or any of their duly authorized representatives, shall have access to any books, documents, papers and records of the Contractor which are directly pertinent to this Agreement for the purpose of making audits, examinations, excerpts and transcriptions.
12. This Agreement may be amended or otherwise modified only upon the written agreement of the parties.
13. This Agreement shall supersede all prior agreements, written or oral, between the parties regarding the scope of services herein set forth.

#### **TERM OF AGREEMENT**

1. This Agreement shall become effective as of the date first above written.
2. This Agreement may be terminated by either party at any time without cause to be affected by written notification. Upon such termination, Contractor shall be entitled to receive remuneration for services provided up to and including the termination date.
3. This Agreement shall terminate no later than December 31, 2029.

**[signatures on following page]**

AGREED TO:

ALLEGANY COUNTY INDUSTRIAL DEVELOPMENT AGENCY

By: \_\_\_\_\_  
Craig Clark, P.E., Ph.D., Executive Director

H. SICHERMAN & COMPANY, INC.

By: \_\_\_\_\_  
R. Charles Bell, President

## EXHIBIT A

### Contractor's Proposal