

**Audit & Finance Committee Meeting  
June 13<sup>th</sup>, 2024 8:00 A.M.**

**Jeff Lord, Chair • Patricia Kennedy, Vice Chair • Craig Gelbsman • Andrew Marietta • Tom Armao • Cheryl Robinson • David Rowley • James Seward**

**Jody Zakrevsky, CEO • Meaghan Remillard, Director of Finance and Administration  
Jordan Allen, Administrative Assistant • Joseph Scott, Bond Counsel  
Kurt Schulte, Agency Counsel**

1. Chair's Comments
2. Review of Financials
3. New and Unfinished Business
  - Ioxus Loading Doc
  - Reimbursement to MidTel for Wi-Fi

<b>2024 Revised COIDA Budget</b>				
Revised Projections				
<b>REVENUES</b>				
<b>Operating Revenues</b>				
	<b>2024 Adopted Budget</b>	<b>2023 Adopted Budget</b>	<b>Year to Date</b>	<b>May</b>
<b>PILOTS</b>				
Advanced Bio-Tech	\$9,800.00	\$3,500.00	\$0.00	
Cooperstown Center	\$50,000.00	\$50,000.00	\$0.00	
Corning	\$7,791.00	\$7,791.00	\$0.00	
Corning Phase III Expansion	\$6,000.00	\$6,000.00	\$0.00	
Corning Solar	\$0.00	\$0.00	\$0.00	
Ford Block LLC (Springbrook)	\$6,267.01	\$6,267.01	\$0.00	
Hickey Softball Fields	\$0.00	\$0.00	\$0.00	
Hillside	\$1,500.00	\$1,500.00	\$0.00	
Klugo	\$703.50	\$703.50	\$0.00	
Northern Eagle	\$3,850.00	\$3,850.00	\$0.00	
Skyline Hospitalities	\$14,350.00	\$0.00	\$0.00	
ZAED Properties	\$2,307.89	\$0.00	\$0.00	
<b>TOTAL</b>	<b>\$102,569.40</b>	<b>\$79,611.51</b>	<b>\$0.00</b>	<b>\$0.00</b>
	<b>2024 Draft Budget</b>	<b>2023 Adopted Budget</b>	<b>Year to Date</b>	<b>May</b>
<b>Rental and Financing Income</b>				
139 Commerce Road	\$60,000.00	\$51,540.00	\$30,000.00	\$5,000.00
C.A.D.E.	\$13,200.00	\$12,480.00	\$5,500.00	\$1,100.00
Rachel Frick	\$0.00	\$12,000.00	\$150.00	\$50.00
Int. Food & Policy Research Institute	\$0.00	\$12,000.00	\$0.00	
IOXUS	\$75,000.00	\$60,000.00	\$31,875.00	\$13,125.00
Office Rental/Congressman	\$0.00	\$0.00	\$0.00	
Southern Tier 8	\$2,400.00	\$1,200.00	\$1,200.00	\$400.00
<b>TOTAL</b>	<b>\$150,600.00</b>	<b>\$149,220.00</b>	<b>\$68,725.00</b>	<b>\$19,675.00</b>

	<b>2024 Adopted Budget</b>	<b>2023 Adopted Budget</b>	<b>Year to Date</b>	<b>May</b>
<b>Other Operating Revenue</b>				
Administrative Fees - OCCRC Bonds	\$42,905.00	\$42,905.00	\$0.00	
Bad Debt Recovery	\$0.00	\$0.00	\$0.00	
Bank Interest	\$85.00	\$0.00	\$23.71	
Misc.	\$0.00	\$0.00	\$0.00	
Otsego County Appropriation: Increased by \$25,000	<b>\$200,000. 00</b>	\$275,000.0 0	\$200,000.0 0	
<b>TOTAL</b>	<b>\$242,990. 00</b>	<b>\$317,905. 00</b>	<b>\$200,023. 71</b>	<b>\$0.00</b>
<b>Non-Operating Revenues</b>				
	<b>2024 Adopted Budget</b>	<b>2023 Adopted Budget</b>	<b>Year to Date</b>	<b>May</b>
<b>Investment Earnings</b>				
Foothills Performing Arts Center	\$20,000.04	\$0.00	\$6,666.68	
Oneonta Theater	\$0.00	\$0.00	\$0.00	
<b>State Subsidies/Grants</b>				
ESD Railyard Study	\$0.00	\$150,000.0 0	\$0.00	
<b>Federal Subsidies/Grants</b>				
ARC - Innovation Acceleration Center: Inc. of \$9,238	<b>\$55,438.0 0</b>	\$44,000.00	\$55,438.49	
CDBG Admin Fees	\$27,000.00	\$0.00	\$0.00	
<b>Municipal Subsidies/Grants</b>				
<b>Public Authority Subsidies</b>				
<b>TOTAL</b>	<b>\$102,438. 04</b>	<b>\$194,000. 00</b>	<b>\$62,105.1 7</b>	<b>\$0.00</b>
<b>TOTAL REVENUE</b>	<b>\$598,597. 44</b>	<b>\$740,736. 51</b>	<b>\$330,853. 88</b>	<b>\$19,675. 00</b>

<b>OPERATING EXPENSES</b>				
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	2024 Adopted Budget	2023 Adopted Budget	Year to Date	May
<b>Salaries and Wages: decreased by \$11,517</b>	<b>\$260,971.0 0</b>	\$238,140.00	\$70,849.2 6	\$15,333.82
<b>Other Employee Bene;ts: decreased by \$10700</b>	<b>\$21,000.00</b>	\$10,000.00	\$7,557.54	\$1,465.65
DBL			\$48.00	\$9.60
Other BeneDts			\$287.67	\$57.71
FICA			\$5,900.30	\$1,183.67
SUTA			\$1,248.12	\$232.04
Payroll Service			\$744.79	\$117.25
Interns				
<b>TOTAL</b>	<b>\$281,971.0 0</b>	<b>\$248,140.0 0</b>	<b>\$78,406. 80</b>	<b>\$18,265.1 2</b>
	2024 Adopted Budget	2023 Adopted Budget	Year to Date	May
<b>Professional Service Contracts</b>				
Barton & Loguidice	\$3,000.00	\$3,000.00	\$1,170.00	\$810.00
Capital Energy Partners	\$0.00	\$0.00	\$0.00	
CBRE Real Estate Appraisal	\$3,250.00	\$0.00	\$0.00	
CFO for Hire/BST	\$17,000.00	\$15,000.00	\$5,510.00	
Elan Planning	\$0.00	\$0.00	\$0.00	
ESD/DEC	\$0.00	\$0.00	\$1,000.00	
Fry Fyter	\$1,500.00	\$0.00	\$0.00	
Hodgson Russ	\$10,000.00	\$5,000.00	\$0.00	
ISD	\$5,000.00	\$5,000.00	\$0.00	
Keystone Associates	\$0.00	\$0.00	\$0.00	
Kurt D. Schulte	\$2,500.00	\$5,000.00	\$0.00	
Mostert, Manzanero & Scott	\$10,000.00	\$10,000.00	\$8,700.00	
MRB Group	\$0.00	\$0.00	\$0.00	
MVEDD	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
NYS EDC	\$5,000.00	\$5,000.00	\$6,000.00	
Paperkite - Website Maintenance	\$1,500.00	\$0.00	\$250.00	
STEPRDB	\$7,000.00	\$7,000.00	\$15,200.0 0	
NYS DOT	\$0.00	\$0.00	\$550.00	\$550.00
<b>TOTAL</b>	<b>\$70,750.00</b>	<b>\$60,000.00</b>	<b>\$43,380.</b>	<b>\$6,360.00</b>

	<b>2024 Adopted Budget</b>	<b>2023 Adopted Budget</b>	<b>Year to Date</b>	<b>May</b>
<b>Advertising and Marketing</b>				
Otsego County Chamber of Commerce	\$250.00	\$0.00	\$0.00	
Marketing	\$35,000.00	\$50,000.00	\$0.00	
Memberships/Subscriptions	\$0.00	\$0.00	\$157.99	
Sweet Home Productions	\$0.00	\$0.00	\$0.00	
<b>Conference, Meetings</b>	\$2,000.00	\$1,000.00	\$50.00	
<b>Travel, Lodge, Meals</b>	\$1,500.00	\$1,500.00	\$630.00	
<b>Supplies and Materials</b>				
Office Cleaning	\$2,500.00	\$2,500.00	\$1,207.00	
Office Supplies	\$1,700.00	\$2,500.00	\$2,693.28	
<b>Computer, Phones, Copier</b>				
Copier Finance Charge	\$2,100.00		\$885.77	
Data/WiD/Internet - Spectrum	\$4,080.00		\$1,969.43	\$584.67
Otsego Telephone	\$700.00		\$500.00	
Computer/Software		\$228.00	\$1,587.84	
<b>Leased Office Space</b>	\$52,000.00	\$57,540.04	\$20,583.35	\$4,116.67
<b>TOTAL</b>	<b>\$101,830.00</b>	<b>\$115,268.04</b>	<b>\$30,264.66</b>	<b>\$4,701.34</b>
	<b>2024 Adopted Budget</b>	<b>2023 Adopted Budget</b>	<b>Year to Date</b>	<b>May</b>
<b>Insurance</b>	\$42,500.00	\$38,766.65		
Disability Benefits			\$819.70	
Non-Profit PA			\$12,927.62	\$4,021.74
Non-Profit Umbrella			\$4,919.35	\$632.96
NYFIF			\$0.00	
Property Insurance			\$0.00	
Workmen's Comp			\$1,369.00	
<b>TOTAL</b>	<b>\$42,500.00</b>	<b>\$38,766.65</b>	<b>\$20,035.67</b>	<b>\$4,654.70</b>

	<b>2024 Adopted Budget</b>	<b>2023 Adopted Budget</b>	<b>Year to Date</b>	<b>May</b>
<b>Utilities and Maintenance</b>				
139 Commerce Electric	\$0.00	\$0.00	\$0.00	
139 Commerce Gas	\$0.00	\$0.00	\$0.00	
189 Main Street	\$6,200.00	\$5,000.00	\$2,052.14	\$310.66
General Maintenance	\$10,000.00	\$5,000.00	\$0.00	
Oneonta Business Park Electric	\$1,350.00	\$5,000.00	\$553.75	\$114.50
Oneonta Business Park Mowing	\$3,000.00	\$5,000.00	\$0.00	
Soccer Field Maintenance/RichDeld WS	\$5,000.00	\$5,000.00	\$309.05	
<b>TOTAL</b>	<b>\$25,550.00</b>	<b>\$25,000.00</b>	<b>\$2,914.94</b>	<b>\$425.16</b>
<b>Filing, Legal Ads, Misc.</b>	\$500.00	\$500.00	\$31.70	
<b>TOTAL</b>	<b>\$500.00</b>	<b>\$500.00</b>	<b>\$31.70</b>	
<b>Interest: LOC</b>	\$0.00	\$0.00		
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL EXPENDITURES</b>	<b>\$523,101.00</b>	<b>\$487,674.69</b>		<b>\$34,406.32</b>
<b>NET</b>	<b>\$75,496.44</b>	<b>\$253,061.82</b>	<b>\$155,820.11</b>	<b>\$14,731.32</b>

# County of Otsego Industrial Development Agency

## Balance Sheet

May 2024 vs May 2023

	May-24	May-23	Change
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Bank Accounts</b>			
2000000 Community Bank Checking	1,101,308.36	844,259.64	257,048.72
2000001 Petty Cash	100.00	100.00	0.00
2000010 Community Bank - Security Dep.	15,060.73	15,056.97	3.76
2020000 Community Bank CD	369,659.11	361,716.34	7,942.77
2051000 NBT Money Market	4,374.81	233,471.99	-229,097.18
2051001 NBT CD	235,000.00		235,000.00
2051050 Community Bank Money Market	4,026.09	4,025.69	0.40
<b>Total Bank Accounts</b>	<b>\$ 1,729,529.10</b>	<b>\$ 1,458,630.63</b>	<b>\$ 270,898.47</b>
<b>Accounts Receivable</b>			
11000 *Accounts Receivable	0.00	3,592.90	-3,592.90
<b>Total Accounts Receivable</b>	<b>\$ 0.00</b>	<b>\$ 3,592.90</b>	<b>-\$ 3,592.90</b>
<b>Other Current Assets</b>			
3950000 Notes Receivable	167,645.47	185,978.84	-18,333.37
3983000 Accrued Interest Receivable1	4,050.00		4,050.00
4800102 Prepaid Insurance	9,316.32	0.00	9,316.32
4800103 Prepaid Other	0.00	4,116.67	-4,116.67
6080000 Reserve for Bad Debt	-167,645.47	-185,978.84	18,333.37
<b>Total Other Current Assets</b>	<b>\$ 13,366.32</b>	<b>\$ 4,116.67</b>	<b>\$ 9,249.65</b>
<b>Total Current Assets</b>	<b>\$ 1,742,895.42</b>	<b>\$ 1,466,340.20</b>	<b>\$ 276,555.22</b>
<b>Fixed Assets</b>			
1010101 Land -- Pony Farm	465,794.69	465,794.69	0.00
1010103 Land - Richfield	82,926.80	82,926.80	0.00
1010110 Land - Soccer Hall Property	681,190.00	681,190.00	0.00
1010120 Building - Soccer Hall of Fame	1,649,608.91	1,649,608.91	0.00
1010125 Improvements - Soccer Property	19,500.00	19,500.00	0.00
1020000 Siemens Building (original)	572,706.52	572,706.52	0.00
1030101 Impvmts PF 1990 to 2006	550,485.70	550,485.70	0.00
1030102 Imprvmts - PF - Rail Siding	226,056.85	226,056.85	0.00
1030103 Improvements - Siemens 2000	55,297.30	55,297.30	0.00
1030105 Improvements - Leased Office	1,476.60	1,476.60	0.00
1030200 Imprvmts RS 2001 to 2004	154,416.48	154,416.48	0.00
1030300 Improvements - Siemens 2006 & Beyond	105,522.00	105,522.00	0.00
1040000 Machinery & Equipment	105,491.89	105,491.89	0.00
1040010 Furniture & Fixtures	44,312.82	44,312.82	0.00
1050146 Engineering - RS 2006	4,644.60	4,644.60	0.00
1060000 Copier Lease	7,036.44	8,565.46	-1,529.02
1120000 Accum Deprec - Bldg	-539,888.41	-496,418.73	-43,469.68
1150000 Accum Dep - Incubator	-517,525.08	-504,749.90	-12,775.18
1160000 Accum Deprec- Office Equip	-159,129.53	-156,742.90	-2,386.63
<b>Total Fixed Assets</b>	<b>\$ 3,509,924.58</b>	<b>\$ 3,570,085.09</b>	<b>-\$ 60,160.51</b>
<b>TOTAL ASSETS</b>	<b>\$ 5,252,820.00</b>	<b>\$ 5,036,425.29</b>	<b>\$ 216,394.71</b>

**LIABILITIES AND EQUITY****Liabilities****Current Liabilities****Accounts Payable**

<b>6000000 Accounts Payable</b>	27,089.39	34,074.19	-6,984.80
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<b>Total Accounts Payable</b>	<b>\$ 27,089.39</b>	<b>\$ 34,074.19</b>	<b>-\$ 6,984.80</b>
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**Other Current Liabilities**

<b>6000010 Security Deposit - IOXUS</b>	15,035.14	15,035.14	0.00
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<b>6030000 Due to Other Entities</b>	777.00	0.00	777.00
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<b>6040000 Copier Lease Liability</b>	6,861.62	8,565.46	-1,703.84
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<b>Total Other Current Liabilities</b>	<b>\$ 22,673.76</b>	<b>\$ 23,600.60</b>	<b>-\$ 926.84</b>
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<b>Total Current Liabilities</b>	<b>\$ 49,763.15</b>	<b>\$ 57,674.79</b>	<b>-\$ 7,911.64</b>
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<b>Total Liabilities</b>	<b>\$ 49,763.15</b>	<b>\$ 57,674.79</b>	<b>-\$ 7,911.64</b>
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**Equity**

<b>32000 Retained Earnings</b>	387,751.37	57,870.83	329,880.54
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<b>9090000 Fund Balance</b>	4,768,038.00	4,768,038.00	0.00
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<b>Net Income</b>	47,267.48	152,841.67	-105,574.19
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<b>Total Equity</b>	<b>\$ 5,203,056.85</b>	<b>\$ 4,978,750.50</b>	<b>\$ 224,306.35</b>
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<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 5,252,820.00</b>	<b>\$ 5,036,425.29</b>	<b>\$ 216,394.71</b>
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**County of Otsego Industrial Development Agency**  
**Profit and Loss**  
**May 2024 & YTD '24 vs '23**

	May-24	YTD 2024	YTD 2023	Change
<b>Income</b>				
9800105 Interest Income - Bank Accts		77.61	21.97	55.64
9800110 Interest Income - CDs			-124.68	124.68
9800200 Other Revenue		200,000.00	275,000.00	(75,000.00)
9800210 Bad Debt Recoveries	1,666.67	6,666.68		6,666.68
9800260 Administrative Fees			30,067.93	(30,067.93)
9800400 Grants		10,432.00		10,432.00
9800506 PILOT Fee -- Annual			102,087.89	(102,087.89)
9807500 Rents	13,112.50	62,162.50	56,249.00	5,913.50
<b>Total Income</b>	<b>\$ 14,779.17</b>	<b>\$ 279,338.79</b>	<b>\$ 463,302.11</b>	<b>(\$183,963.32)</b>
<b>Gross Profit</b>	<b>\$ 14,779.17</b>	<b>\$ 279,338.79</b>	<b>\$ 463,302.11</b>	<b>(\$183,963.32)</b>
<b>Expenses</b>				
5220100 Marketing & Promotion			10,000.00	10,000.00
5220101 Advertising			180.00	180.00
5220102 Legal Ads		152.33	614.00	461.67
5220106 Sponsorships		6,000.00	5,000.00	(1,000.00)
5220200 Office Supplies & Expense		4,572.95	3,582.02	(990.93)
5220205 Computer/Systems	609.90	3,438.68	7,458.41	4,019.73
5220210 Leased Office Space	4,116.67	20,583.35	20,583.35	0.00
5220211 Utilities	425.16	3,671.94	3,210.13	(461.81)
5220220 Telephone		539.99	595.00	55.01
5220301 Travel / Lodging / Meals		630.00	1,053.33	423.33
5220303 Conferences/Meetings		50.00	3,385.00	3,335.00
5220400 Insurance	5,985.55	24,028.22	32,976.47	8,948.25
5220460 Wages and Salaries	23,298.57	79,008.42	78,232.33	(776.09)
5220462 SUTA	75.39	796.27	924.86	128.59
5220463 FICA	1,782.38	6,503.28	6,279.30	(223.98)
5220465 DBL	-12.00	-46.80	-45.60	1.20
5220466 Payroll Service	182.11	904.88	835.32	(69.56)
5220501 Professional Fees	1,360.00	18,401.85	66,533.32	48,131.47
5220559 General Maintenance		110.00	885.00	775.00
5220700 Interest Expense		10.31		(10.31)
5220950 Grants and Eco. Dev Expense			2,000.00	2,000.00
5221100 Depreciation	7,531.14	37,655.70	37,655.70	0.00
5222222 Benefits	-86.90	-317.05	-373.50	(56.45)
5222450 Memberships/Dues/Subscriptions	5,000.00	25,376.99	28,876.00	3,499.01
5222500 Other Expenses			20.00	20.00
<b>Total Expenses</b>	<b>\$50,267.97</b>	<b>\$ 232,071.31</b>	<b>\$ 310,460.44</b>	<b>\$78,389.13</b>
<b>Net Operating Income</b>	<b>(\$35,488.80)</b>	<b>\$ 47,267.48</b>	<b>\$ 152,841.67</b>	<b>(\$105,574.19)</b>
<b>Net Income</b>	<b>(\$35,488.80)</b>	<b>\$ 47,267.48</b>	<b>\$ 152,841.67</b>	<b>(\$105,574.19)</b>



Fuller Paving

117 Fuller Lane  
 Mt. Upton, NY 13809  
 Phone 607-764-8357

# Estimate

Date	Estimate #
5/17/2024	3901

<b>Name / Address</b>
Systemmatic Power Man DBA Ioxus 18 Stadium Circle Oneonta, NY 13820

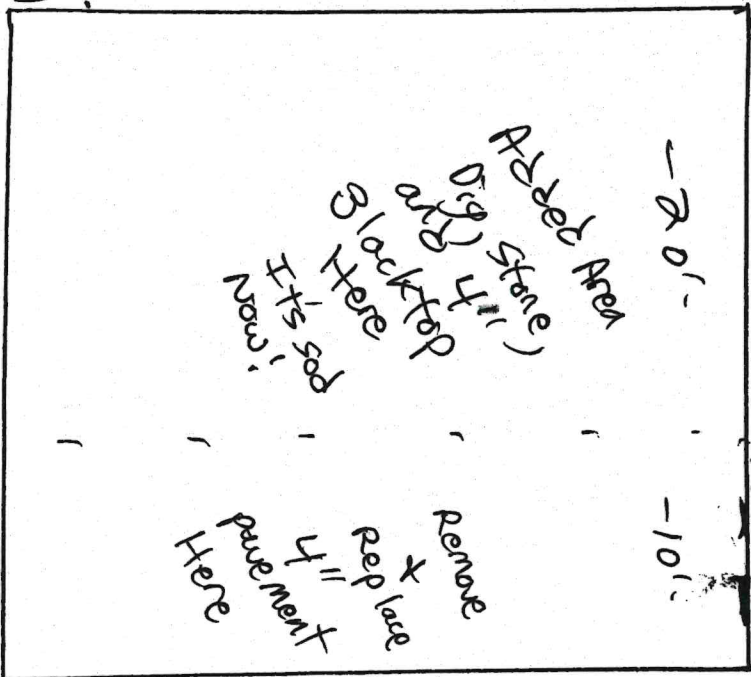
			Project
Description	Qty	Rate	Total
Option#1 Dig out ramp totaling 300 square feet Add 12" of gravel grade and compact Apply 2&1/2" of type 3 binder compacted \$4200.00		4,200.00	4,200.00T
Option#2 Dig out parking area by ramp 400 square feet Add 12" of gravel grade and compact Apply 2&1/2" of type 3 binder compacted \$3900.00		3,900.00	3,900.00T
Option#3 Clear out ditch around pole barn 350 lineal feet		650.00	650.00T
***Prices are based on todays asphalt index and are subject to change			
We look forward to working with you!		<b>Subtotal</b>	\$8,750.00
Signed _____		<b>Sales Tax (0.0%)</b>	\$0.00
Date _____		<b>Total</b>	\$8,750.00

Email [tsolovitch@ioxus.com](mailto:tsolovitch@ioxus.com)

Phone 607-437-3909 Tim Solovitch

Description and / or Lay out of Job.

Leave Down Concrete Doors  
1 1/2" from concrete doors  
for building



Sawcut & Remove  
Broken Edge here.

Payment Guidelines:  
1/2 of the total job cost is required to place your driveway on our schedule. Complete payment is due on the day your driveway is completed.



# Gifford Paving LLC

Family Owned and Operated Since 1959  
PO BOX 597 West Winfield, NY 13491  
315-822-5254 or 888-825-2382  
[www.giffordpaving.com](http://www.giffordpaving.com) [gifford18@yahoo.com](mailto:gifford18@yahoo.com)

Name Systematic Power Man DBA Ioxus Date 4/24/2024  
Address 18 Stadium Circle Oneonta, New York 13820

Black Top  Gravel  Grading

2" State Top Blacktop, AFTER Compaction

3" Blacktop (1 1/2" Binder + 1 1/2 Top), AFTER Compaction

4" Blacktop (2 1/2" Binder + 1 1/2 Top), AFTER Compaction

Shlm & resurface with 2" (rolled to 1 1/2") of fine

type #7 top blacktop.

Everything: to sawcut edge and dig out 22 x 30' add up to 30 tons of Item #4 crushed gravel, finish grade and Vibrate roll. Finally to pave Base + top layers of Blacktop 5" thick (rolled 18 4") over this same 660 square foot area.

OR

OR

Existing 10' x 22' Area Only: Dig Stone + 4" Blacktop with Base + top layers \$280.  
Note: Both prices are totals!

All of the above labor, materials and equipment to perform the work will be furnished by Gifford Paving LLC

Authorized By \_\_\_\_\_

Amount Due

Everything Total Price  
10,440.00

Total Price

# INVOICE 506 - OCCRC



Date: May 24, 2024

**\$50,000.00**

**PAYMENT DUE BY:** At earliest convenience please

**Otsego County Capital Resource Corp.**  
Attn: Jody Zakrevsky  
189 Main Street  
Oneonta, NY 13820

**MIDTEL**  
103 Cliff Street  
PO Box 191  
Middleburgh, NY 12122-0191

**JOB DETAIL:** Main Street WiFi Project  
**LOCATION:** Cooperstown, NY  
**QUOTE REF**

QUANTITY	DETAILS	PROJECT PRICE	TOTAL
1	Design, Engineering, and Implementation of WiFi Services on Main Street per the grant secured through NYS Empire State Development. The project included Fiber Construction & Engineering, Network & Facility Equipment, Wireless Access Points, Network and Access Point Installation & Testing, and Signage & Marketing.	\$50,000.00	\$50,000.00
		Net Total	\$50,000.00
		Tax	-
		<b>USD TOTAL</b>	<b>\$50,000.00</b>

**PAYMENT DETAILS**

Payment Reference: 506 - OCCRC

Make Check Payable To:  
**MIDTEL**

**CONTACT INFORMATION**

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