

Ulster County Economic Development Alliance  
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## MINUTES

### Regular Meeting of the Board of Directors

A regular meeting of the Board of Directors of the Ulster County Economic Development Alliance was held on Tuesday, August 8, 2023 at the Ulster County Legislative Chambers, 244 Fair Street, 6<sup>th</sup> floor, Kingston, NY 12401

Members of the public may also join from:

550 W 7th Ave  
Anchorage, AK 99501

or via Zoom:

Join Zoom Meeting

<https://us02web.zoom.us/j/89907206867>

Meeting ID: 899 0720 6867

One tap mobile

+16469313860,,89907206867# US

+16465588656,,89907206867# US (New York)

The following Board Members were present in person:

Ward Todd

Brian Cahill

Herb Litts

Dr. Gregory Simpson

Christopher Cerrone

The following Board Members were present via Zoom:

Sarah Haley

The following Board members were absent with notice:

Zac Kleinhandler

Also, in attendance were:

President/CEO:

Amanda LaValle, Deputy County Executive

CFO:

Christopher Jaros, Deputy Commissioner, Ulster County Department of Finance

Ulster County Executive

Jen Metzger

Ulster County Office of Economic Development Staff:

Joshua Stratton-Rayner Deputy Director, Economic Development

This institution is an equal opportunity provider, employer, and lender.

Other Attendees

Elizabeth Weredyk	Ulster County Comptroller's Office
Lindsay Chen	County Attorney's Office
Clinton Johnson	Ulster County Attorney
Kevin Lynch	

The meeting was called to order by Chair Sarah Haley at 4:01 P.M. Upon roll, Chair Sarah Haley recognized newly appointed board member Dr. Gregory Simpson and County Executive Metzger.

**AGENDA**

**Motion:** Herb Litts made a motion to approve the agenda as presented, seconded by Brian Cahill.

**Vote:** Motion Passed

**PUBLIC COMMENT ON AGENDA ITEMS**

**Discussion:** No one asked for the privilege of the floor.

**MINUTES**

**Motion:** Herb Litts made a motion to approve the minutes for the July 11, 2023, Regular Meeting as submitted, seconded by Brian Cahill.

**Vote:** Motion Passed.

**PRESIDENT/CEO REPORT**

**Project Updates**

**Discussion:** Amanda LaValle asked County Executive Metzger to provide an update on the Workforce Innovation Center. County Executive Metzger informed the board that the next step for the Workforce Innovation Center will be taking place and letters of intent to enter into a lease will be coming in front of the board in the near future. County Executive Metzger also introduced Kevin Lynch who was present at the meeting and is up for confirmation by the Legislature as the next Director of Economic Development and President / CEO of UCEDA. County Executive Metzger then turned the updates back to Amanda LaValle. Amanda LaValle provided a brief update on Sustainable Hudson Valley, including their UGREEN initiative and the submission of their final report, which was included in the board packet and noted that final payment will be made per their contract. Next Amanda LaValle provided an update on Cares II audit findings opening the conversation to the floor for questions. The Board did not have any questions. Amanda LaValle then updated the Board regarding the Cares II program noting that there were two resolutions up for Legislative approval at the August 15<sup>th</sup> session. One resolution is to decrease the original Cares II contract amount and the second resolution is to create a new agreement with a dedicated budget to honor previous awards made to Comptroller determined ineligible applicants emphasizing that both resolutions honor ARPA guidelines.

**CFO Report**

**Discussion:** Christopher Jaros confirmed that he has mostly been focusing on completing the audit explaining that he has connected with UHY several times in the past few weeks and aims to have a completed audit in the next few weeks. Chair Sarah Haley asked if review of revolving loan funds or financials will continue to be paused. Amanda LaValle clarified that in the near future the goal is to have past months of financials for Board review. Amanda LaValle also addressed the revolving loan fund clarifying that deposits have been made. Both Christopher Jaros and Amanda LaValle assured the board that monthly financial approval will resume as soon as possible. Chair Sarah Haley requested financials be in order for the September agenda.

## **NEW BUSINESS**

### **Cares II Non-Eligible Awardee Sub-Recipient Agreement – Cares 2.1**

**Discussion:** Chair Sarah Haley confirmed that the sub-recipient agreement will be approved pending legislative approval. Amanda LaValle confirmed that a special session of UCEDA would be needed to approve the individual grant agreements for each awardee.

**Motion:** Herb Litts made a motion to approve the sub-recipient agreement pending Ulster County Legislative approval, seconded by Brian Cahill.

**Vote:** Motion carries with 1 abstention – Dr. Gregory Simpson.

### **Cares II Eligible Awardee Contract Amendments**

**Discussion:** Amanda LaValle clarified the amendments are no cost, time extension amendments for the Cares 2 eligible awardees.

**Motion:** Brian Cahill made a motion to batch vote on the approval of the Cares II eligible awardee contract amendments, seconded by Christopher Cerrone.

**Vote:** Motion carries with 1 abstention – Dr. Gregory Simpson.

**Motion:** Christopher Cerrone made a motion approve the Cares II eligible awardee contract amendments, seconded by Herb Litts.

**Vote:** Motion carries with 1 abstention – Dr. Gregory Simpson.

### **Harris Beach Invoice Approval**

**Discussion:** Amanda LaValle clarified the outstanding bills due are for Enterprise East, Enterprise West, and Workforce Innovation Center lease negotiations.

**Motion:** Brian Cahill made a motion to postpone approval of Harris Beach invoice to the next meeting, seconded by Herb Litts.

**Vote:** Motion Passed.

### **Payment Approval to Ulster County for Enterprise West**

**Discussion:** Amanda LaValle clarified that staff has spent time finalizing numbers related to the closing statement. Lindsay Chen confirmed the numbers in the resolution are accurate for payment.

**Motion:** Brian Cahill made a motion to approve payment in the amount of \$633,555.09, seconded by Herb Litts.

**Vote:** Motion Passed.

## **OLD BUSINESS**

### **PUBLIC COMMENT**

**Discussion:** No one asked for the privilege of the floor.

### **ADJOURNMENT**

**Motion:** Herb Litts made a motion to adjourn the meeting, seconded by Christopher Cerrone.

**Vote:** Motion passed. Meeting adjourned at 5:03PM