

Ulster County Economic Development Alliance
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MINUTES

Special Meeting of the Board of Directors

A special meeting of the Board of Directors of the Ulster County Economic Development Alliance was held on Tuesday, August 22, 2023 at the Karen L Binder Library, 244 Fair Street, 6th floor, Kingston, NY 12401

Members of the public may also join from:

925 Sonoma Way, Sacramento, CA 95819; 16 Mercer Street New York, NY 10013

or via Zoom:

<https://us02web.zoom.us/j/85252565207>

Meeting ID: 852 5256 5207

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+16465588656,,85252565207# 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:

Zac Kleinhandler

Also, in attendance were:

President/CEO:

Amanda LaValle, Deputy County Executive

CFO:

Christopher Jaros, Deputy Commissioner, Ulster County Department of Finance

UCEDA Board Chair

Sarah Haley, via telephone (not counted toward quorum)

Ulster County Office of Economic Development Staff:

Joshua Stratton-Rayner

Deputy Director, Economic Development

Samantha Liotta

Business Services Administrator

Other Attendees

Alicia DeMarco

Ulster County Comptroller's Office

Chales Dinstuhl

Ulster County Comptroller's Office

Lindsay Chen

County Attorney's Office

The meeting was called to order by Vice Chair Herb Litts at 4:34 P.M.

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

AGENDA

Motion: Ward Todd made a motion to approve the agenda as presented, seconded by Christopher Cerrone.

Vote: Motion Passed

PUBLIC COMMENT ON AGENDA ITEMS

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

MINUTES

Motion: Brian Cahill made a motion to approve the minutes for the August 8, 2023, Regular Meeting as submitted, seconded by Dr. Gregory Simpson.

Vote: Motion Passed.

PRESIDENT/CEO REPORT

Project Updates

Discussion: Amanda LaValle provided updates on Cares I recapture of funds request from New York State regarding EZ Fast Printing not submitting required materials. Herb Litts asked if legal recourse could be looked at. Lindsay Chen said she would look in to the matter further. Amanda LaValle then moved on to Cares II and 2.1 updates stating that disbursements had begun. Amanda LaValle then provided an update regarding the workforce innovation center at iPark87 clarifying that the lease is not ready until the architecture work letter is complete and the letters of intent included on the agenda for today's meeting will need to be updated. Alicia DeMarco asked if there would be a fiscal impact of SUNY Ulster's presence at the iPark campus to which Amanda LaValle said she would need to seek clarification.

CFO Report

Discussion: Christopher Jaros said the 2022 audit is in process with UHY wrapping up their work to update the audit to address the Ulster County Comptroller's concerns. Monthly financials would resume in October.

NEW BUSINESS

Cares II Contract Amendments

Discussion: Amanda LaValle and Samantha Liotta clarified these amendments have no scope of work or financial impact, only a deadline extension.

Motion: Brian Cahill made a motion to approve the cares 2 amendments as presented, seconded by Christopher Cerrone.

Vote: Motion carries.

Cares 2.1 Award Agreements

Discussion: Amanda LaValle and Samantha Liotta clarified these agreements have no scope of work or financial impact, but have been revised to reflect the new contract created for the Cares 2.1 program.

Motion: Ward Todd made a motion to approve the Cares 2.1 agreements as presented, seconded by Brian Cahill.

Vote: Motion carries.

Harris Beach Invoice Approval

- Discussion:** Herb Litts requested that a separate spreadsheet be created to track workforce innovation center invoices and general iPark property transition invoices.
- Motion:** Ward Todd made a motion to release payment for invoice ending in 320 which was previously approved by the UCEDA board, seconded by Brian Cahill.
- Vote:** Motion Passed.

Cares 1 Recapture Payment

- Discussion:** Samantha Liotta clarified that after several attempts to contact EZ Fast Printing to submit the paperwork required by New York State they are unreachable and New York State is asking for grant recapture in the amount of \$15,000.00.
- Motion:** Ward Todd made a motion to approve payment, seconded by Christopher Cerrone.
- Vote:** Motion Passed.

Scope of Work for Financial Consultant

- Discussion:** Christopher Cerrone asked that financial strategy be added to the presented scope of work. Dr. Gregory Simpson asked that item 3 be amended to strike County and replace with UCEDA. AS a result of requested changes, a vote on this approval of the scope of work was postponed.

Scheduling of Special Meetings

- Discussion:** Amanda LaValle asked that the board be aware of the potential for a special audit committee and board meeting if the 2022 audit is ready prior to the next regularly scheduled meeting.

OLD BUSINESS

PUBLIC COMMENT

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

ADJOURNMENT

- Motion:** Brian Cahill made a motion to adjourn the meeting, seconded by Ward Todd.
- Vote:** Motion passed. Meeting adjourned at 5:41PM