

# THE BONADIO GROUP

Accounting, Consulting & More

## INVOICE

Phone: 877-917-3077  
www.bonadio.com

Ulster County Economic Development  
Alliance  
100 Development Court  
Kingston, NY 12401

**Invoice Date:** November 30, 2025  
**Invoice Number:** BN450798  
**Client Reference:** ULS010001

Consultations, planning and/or meetings relating to Accounting services  
for October and November \$4,500.00

**Total** **\$4,500.00**

**Remittance Information:** Please reference client number and invoice number when remitting payment.  
All invoices are payable in USD. A 1.5% late fee will be charged if payment is not received Net 45.

**Remit To**  
Bonadio & Co., LLP  
PO Box 657  
Buffalo, New York  
14240-0657

**ACH Only**  
Bonadio & Co., LLP  
Routing 021052053  
Account 14242536  
SWIFT Code: MANTUS33

**Client Payment Portal**  
bonadio.com/online-billing

**Billing Inquiries**  
billing@bonadio.com

Ulster County Economic Development

Financial Services

	2025 Budgeted Fees	Carry forward from 2024	Available Budget
Provide technical assistance and recommendations regarding financial accounting methods	\$2,500.00	\$1,100.00	\$3,600.00
Review Revolving Loan Funding Accounting	\$2,750.00	\$1,820.00	\$4,570.00
Review current accounting systems and financial reporting	\$2,500.00	\$0.00	\$2,500.00
Ongoing budgetary and financial planning services	\$1,250.00	\$0.00	\$1,250.00
Bookkeeping services for 2023-2024 fiscal years	\$13,750.00	\$0.00	\$13,750.00
Audit and PARIS report administrative services	\$1,000.00	\$305.00	\$1,305.00
Operational capacity review and recommendations	\$1,250.00	\$0.00	\$1,250.00

\$25,000.00 \$3,225.00 \$28,225.00

Management Consulting Services

	2025 Fees	Carry forward from 2024	Available Budget
Review of and recommendations for organizational structure and governance model	\$2,150.00	\$0.00	\$2,150.00
Internal risk management assessment and recommendations	\$2,250.00	\$0.00	\$2,250.00
Creation of internal compliance strategy	\$7,500.00	\$1,314.00	\$8,814.00
Risk assessment of UCEDA's operations and recommendations	\$0.00	\$0.00	\$0.00
Benchmarking assessment and recommendations	\$2,500.00	\$0.00	\$2,500.00
UCEDA program processes review and recommendations	\$1,750.00	\$0.00	\$1,750.00
Program development and implementation process review and recommendations	\$1,750.00	\$0.00	\$1,750.00
Training needs identification	\$1,500.00	\$1,500.00	\$3,000.00
Review practices and procedures regarding code of ethics	\$1,500.00	\$1,500.00	\$3,000.00

\$20,900.00 \$4,314.00 \$25,214.00

(\*) - Note that this is actually a Management consulting service and has therefore been categorized above as such.

Estimated percentage of completion  
Jan Feb Mar Apr May Jun Jul Aug Sep Nov Cumulative

					12.00%	10.00%		5.00%				27.00%
												0.00%
								5.00%				5.00%
												0.00%
8.33%	8.33%	8.33%	8.33%	8.33%	8.33%	8.33%	8.33%	8.33%	8.33%	16.66%		91.64%
40.00%	15.00%		8.33%	8.33%	12.00%	10.00%	6.34%					100.00%
												0.00%

\$ 2,750.00 \$ 3,175.00 \$ 1,750.00 \$ 1,275.00 \$ 1,895.00 \$ 1,750.00 \$ 1,650.00 \$ 1,723.00 \$ 1,350.00 \$ 3,475.00 \$ 20,793.00  
73.67%

Comments

Initial discussions and meetings, discuss monthly process with accounting staff
Initial discussions and meetings and subsequent recommendations while providing monthly accounting. As Bonadio has begun the monthly board packet reporting. Recommendations are being made on bank rec, revolving loan methods and other areas.
Monthly bank recs and reporting are up and running each month.
2022 filing has been uploaded to PARIS and finalized. Completion of 2023 PARIS filing is complete pending some outstanding questions to UCEDA.
Onsite visits and interviews and drafting report. Report has been drafted and has been provided to Management for further discussion and review with Management and then the Board.

Have begun the process of developing a business office manual.
Onsite visits and interviews and drafting report. Report has been drafted and has been provided to Management for further discussion and review with Management and then the Board. Met with Board to review report and findings
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Onsite visits and interviews and drafting report. Report has been drafted and has been provided to Management for further discussion and review with Management and then the Board. Benchmarking study is in proccess and anticipated to be presented in early May.
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