

ECONOMIC DEVELOPMENT COMMITTEE
December 1, 2021 3:00 p.m.

AGENDA

Chair: Philip Barrett

Members:

Tara Gaston
Joe Grasso
Jon Schopf - VC
Kevin Tollisen
Sandra Winney
Tom Wood

- I. Welcome and Attendance
- II. Approval of the minutes of the October 6, 2021 meeting
- III. Community Development Program Update – Pete Bardunias, Capital Region Chamber.
- IV. Capital Resource Corporation Application – Ray O’Conor, CRC
- V. Designating the Saratoga County Chamber of Commerce as the County’s Tourism Promotion Agency
- VI. Approving 3rd Quarter 2021 payment to Saratoga County Prosperity Partnership
- VII. Approval of Economic Development Fund Application for the Town of Charlton
- VIII. Approval of Economic Development Fund payments
 - a. Town of Greenfield
 - b. Town of Hadley
 - c. Town of Saratoga
 - d. Town of Wilton
- IX. Other Business
- X. Adjournment

The public will have an opportunity to hear the meeting live via an audio signal using this call-in number and access code: Dial: 1-978-990-5145 Access Code: 1840389



2022 Community Development Program Proposal Executive Summary 10/6/21

2021 Highlights:

\$1.485 million brought into Saratoga County to support 16 area small businesses through the Capital Region Advancement Fund (CARES Act) – fund will transition to revolving loan fund starting 2023

Assisted Saratoga County Agricultural Society in fundraising for the new Grandstand for the Fairgrounds, conducted the official opening of the 2022 Fair and heavily promoted the event online, in media and at the Rest Area. Attendance was reasonable given the challenges of holding that Fair this year

Assisted Marine industry in protecting and preserving the Canal operating season and in conveying issues faced by Saratoga County Marine businesses to State officials. Continued to advocate for the Halfmoon Area 3 Intermodal Complex. Held kids' fishing contest at the Waterford and Mechanicville docks in June

The Info Center at the Exit 9 Rest Area continued to see high levels of visitors, and it was staffed accordingly this summer and fully operational. Some publications saw their highest-ever level of public engagement at that facility in 2021

Continued to maintain Community Development sites that have been improved in the past (e.g. US Navy volunteers at Historic Lock 19 in April, replaced broken map/brochure box at the Mechanicville Bulletin Board, Chamber Angels "Christmas in July", etc.)

Looking ahead to 2022:

Continue to maintain previous Community Development Projects

Continue to operate the Visitor Center at the Clifton Park Rest Area on the Northway and promote Saratoga County events there

Continue to promote industries and events taking place in Saratoga County via publications and other means not normally utilized by other promotion programs

Conduct meetings to review certain types of "infrastructure" that are challenged by today's demographic and economic factors: (1) farm tractors transiting between sites, (2) canals in danger of being physically severed due to flood control and invasive species concerns by New York City-based interests, (3) Farm/Marine industry issues and synergies related to taxation, transfer between generations, solar farms, "highest and best use", integration with rest of business community, (4) truck strikes on area bridges

Continue COVID-era support for business, leverage regional connections for economic development, financial assistance, workforce development, and business growth/technical assistance

2022 Funding Request remains at \$40,000 (same as 2019-2021)



THE CHAMBER OF
SOUTHERN SARATOGA
COUNTY

An Affiliate of the
Capital Region Chamber

Community Development Program 2022



Prepared by:
THE CAPITAL DISTRICT
REGIONAL PLANNING COMMISSION
2000

Prepared for:
**Saratoga County Board of
Supervisors**
September 2021





THE CHAMBER OF
SOUTHERN SARATOGA
COUNTY

An Affiliate of the
Capital Region Chamber

Community Development Plan

2021

(included for reference)

- Maintain existing projects as required with enhancements, including local maintenance projects, Area 3 in Halfmoon, promotion of “Renew Here” and DMV, the Saratoga County Fair, and the Rest Area Information Center
- Continue COVID-19 related support for businesses (not limited to members of the Capital Region Chamber), including one-on-one consultation with Saratoga County businesses, and connections with available resources, expertise and financial services
- Dialog with the Saratoga County Economic Development Committee regarding available funding sources for local businesses totaling \$8.5 million available in the Capital Region
- Continue regional integration with the Capital Region Chamber to better connect Saratoga County to its neighbors, attract our share of business development
- Support local small business groups and committees, review past initiatives and possible additional 2021 projects as year progresses – maintain Community Development Menu

- Work with local BPAs/chambers/regional associations as partners
- Engage local corporations in community development activities, coordinate volunteers
- Develop and maximize economic benefits of community improvement projects
- Provide a status report to the county Economic Development Committee of progress on 2021 projects, goals and funding request for 2022

ECONOMIC IMPACT: The Capital Region Chamber has a proven track record of job retention and business support, and since the 1/1/2020 affiliation with the Chamber of Southern Saratoga County, the combined organization has worked to provide individual advice, support and guidance to over 1000 Saratoga County businesses with some 30,000 employees during very challenging economic times. Each town and all 230,000 residents of Saratoga County can benefit from the Rest Area and other information center promotions. Area 3 has the potential to bring \$500 million-plus in new business investment and possible common suppliers to GLOBALFOUNDRIES. DMV support aids County Clerk offices. Available regional loan programs can draw on \$8.5 million to assist local businesses in need. The other initiatives primarily impact southern Saratoga County communities with a special emphasis on the River Towns and underserved communities, plus Tourism and frequent business travelers to our area. The info center at the Exit 9 Rest Area places Saratoga County information in front of 200,000-250,000 people each year. Even in 2020, traffic remained very high at that location, which was this county’s only dedicated connection to the I-87 corridor.

2021 Funding: \$40,000

Galway

Milton

32

How'd We Do? 2021 In Pictures.....

ACTION



Chamber Angels
"Christmas in July"
virtual fundraisers



Historic Lock 19 and Picnic Area Maintenance – Vischer Ferry

Mechanicville Bulletin Board and kids
Fishing Contest

Saratoga County's Annual
Sunday
June 20, 2021
11AM - 2 PM
Mill Creek Farm
1019 Co Rd 70, Stillwater, NY 12170

Sundae on the Farm
Bring the whole family for Ice-Cream Coupons Donated by [Log Cabin Syrup] [Saratoga County] [Saratoga County] [Saratoga County]

FREE Drive-Through Tour
Learn about AGRICULTURE
Tour the Farm & See
Dairy Cows
Beef Cows
Meat Sheep
Horses
Farm Equipment
Golden Horseshoe Hunt

Celebrate Saratoga County Agriculture
For more information contact: Cornell Cooperative Extension at 518-885-8995

ADIRONDACK SPORTS EXPO
CELEBRATING 15 YEARS!
JUNE 5 & 6

NEW PARKING LOCATIONS!
NEW! HIKING TRAILS!
NEW! BIKE TRAILS!

EXIT 15
Turn left to Saratoga Springs downtown

EXIT 12 or 13
Follow signs to Stillwater

NY'S SPORTS, HEALTH, FITNESS, RECREATION AND TRAVEL SHOW!

Saturday 10-5 • Sunday 10-4 • **FREE ADMISSION**
SARATOGA SPRINGS CITY CENTER • 522 BROADWAY, SARATOGA SPRINGS
AdkSports.com/expo



CAPITAL REGION ADVANCEMENT FUND
FINANCING TO FUEL BUSINESS GROWTH

THE CHAMBER OF SOUTHERN SARATOGA COUNTY
An Affiliate of the Capital Region Chamber

Rest Area Display Screens

Virtual Events and COVID-19 support for businesses



How'd We Do? 2021 In Pictures.....

ACTION



SHARP Task Force



4 Miles



Visitor Center



Saratoga County Fair

Prepared by:
THE CAPITAL DISTRICT
REGIONAL PLANNING
2000



Support for local business organizations and events



THE CHAMBER OF
SOUTHERN SARATOGA
COUNTY

An Affiliate of the
Capital Region Chamber

Community Development Plan 2022

- Maintain previous Community Development projects such as Historic Lock 19/Vischer Ferry Picnic Area, Mechanicville Gazebo/Bulletin Board, Area 3 in Halfmoon, etc.
- Operate the Visitor Center on the Northway at the Clifton Park (Exit 9) Rest Area
- Promotion of Saratoga County initiatives and events through the placement of articles supporting the business community in area publications, article and ad placement in the Maptech Cruising Guide, other local festivals and area publications
- Infrastructure Review: Convene meetings of stakeholders in conjunction with appropriate agencies, and provide feedback on potential remedies to Saratoga County:
 - Farm tractors on roads – aggressive drivers are making it hard for farmers to move tractors between fields, and there have been some accidents and near misses because of this
 - Canal advocacy – efforts by some groups to sever the Erie and Champlain Canals will have direct impact on water tourism and commercial marine transport to Saratoga County. Also Canal issues have thwarted attempts to make progress on Area 3
 - Farm/Marine Industry issues – generational transition, land use/transfer, solar farms, questions of highest and best use, and the integration of the next generation in both of these industries into the business community
 - Truck strikes on bridges/improper use of roads – several area bridges have been damaged or compromised in recent months by truck strikes. Vehicles and aggressive drivers are increasingly being seen on our rural roads and traffic incidents are on the rise
- Utilize regional collective capacity of the Capital Region Chamber, working in conjunction with Saratoga County, to assist county businesses, leverage regional economic development resources, financial assistance, workforce development and business growth/technical assistance capabilities

Prepared by:
THE CAPITAL DISTRICT
REGIONAL PLANNING COMMISSION



THE CHAMBER OF
SOUTHERN SARATOGA
COUNTY

An Affiliate of the
Capital Region Chamber

Community Development Plan 2022

To accomplish the above, we will utilize the following where applicable:

- Support local small business groups and committees
- Work with local BPAs/chambers/regional associations as partners
- Engage local corporations in community development activities, coordinate volunteers
- Develop and maximize economic benefits of community improvement projects
- Provide a status report to the county Economic Development Committee of progress on 2022 projects, goals and funding request for 2023

ECONOMIC IMPACT: The Capital Region Chamber has a proven track record of job retention and business support, and since the 1/1/2020 affiliation with the Chamber of Southern Saratoga County, the combined organization has provided COVID-19 information, individual advice, support and guidance to over 1000 Saratoga County businesses with some 30,000 employees during very challenging economic times. 16 Saratoga County businesses received a total of \$1.485 million in 2021). Each town and all 230,000 residents of Saratoga County can benefit from the Rest Area and other information center promotions. Area 3 has the potential to bring \$500 million-plus in new business investment and possible common suppliers to GLOBALFOUNDRIES. DMV support aids County Clerk offices. The other initiatives primarily impact southern Saratoga County communities with a special emphasis on the River Towns and underserved communities, plus Tourism and frequent business travelers to our area. The info center at the Exit 9 Rest Area places Saratoga County information in front of 200,000-250,000 people each year. Traffic remains very high at that location, this county's only dedicated connection to the I-87 corridor.

Prepared by:

THE CAPITAL DISTRICT
REGIONAL PLANNING COMMISSION

2022 Funding Request: \$40,000

2022 Project 1: Maintain previous Community Development projects **PLAN**

Why Maintain? The projects conducted under the Saratoga County Community Development Program have a proven record of success, and the continued maintenance has preserved the value of past investments while setting the stage for future enhancements.

The 2022 project will produce the following results/deliverables:

- Historic Lock 19 / Vischer Ferry picnic area maintenance, conduct April work parties and assess potential improvements
- Review any issues related to the Mechanicville Gazebo / waterfront Bulletin Board in conjunction with the City
- Support the Halfmoon Business and Economic Development Committee, especially the proposed Area 3 Halfmoon Intermodal Industrial Complex.
- Review the Waterford Canal Festival which hasn't been run in two years due to COVID concerns, and develop a plan for its future in conjunction with the Town and/or Village of Waterford
- Place "Renew Here" DMV information at the Waterford Canal Festival and other fairs/festivals where we exhibit
- Host a large tent at the Saratoga County Fair and support the Saratoga County Agricultural Society
- Maintain the MaltaNYBusiness.com website.
- Provide feedback on the above activities in periodic reports

2022 Project 2: Operation of the Rest Area Visitor Center **PLAN**

Why Operate the Visitor Center? The Visitor Center located inside of the Clifton Park (Exit 9) Rest Area on I-87, is the only location on the lower Northway where information can be displayed and disseminated to the public in both print and electronic form, independent of the I Love NY program and other statewide initiatives. By working with the Chamber of Southern Saratoga County, information unique to our county can be distributed to support every City, Village and Town and associated events.

The 2022 project will produce the following results/deliverables:

- Staff the Clifton Park Visitor Center as per agreement with New York State Department of Transportation
- Promote events submitted by all Saratoga County municipalities on the Clifton Park Visitor Center monitor seen by 1,000 travelers daily
- Place “Renew Here” DMV information at the Clifton Park Visitor Center
- Report on activities at the Center to the Economic Development Committee



Prepared by:
THE CAPITAL
REGIONAL PLANNING
200



**Visitors
Information**



2022 Project 3: Promotion of Saratoga County initiatives and events through area fairs/festivals, Maptech Cruising Guide, and area publications

PLAN

Why Promote? Each year, the Chamber distributes a considerable amount of information about economic activity at local events and through articles in area publications. Much of this publicity supports industries based in this county that get little/no attention elsewhere.

The 2022 project will produce the following results/deliverables:

- Chamber attendance at many local festivals as warranted
- Chamber to continue the “Canal gateway” spread in the Maptech Cruising Guide
- Promotion of Saratoga County and its business community in articles, social media and other news sources
- Report on related activities to the Economic Development Committee

CAPITAL REGION CHAMBER

Capital Region Canalside Marinas and Services

Prepared by:
THE CAPITAL REGIONAL PLANNING COMMISSION
2000

WELCOME to a New World of cruising adventure!

The following is a list of marinas and marinas services in the vicinity of Saratoga County, New York, and is intended to provide information to the public. It is not intended to be a comprehensive list of all marinas and marinas services in the Capital Region. For more information, please contact the Capital Region Chamber of Commerce at (518) 582-1234 or visit our website at www.capitalregionchamber.com.

ALPINE MARINA
Cuba Park, Cuba Park
12500 Cuba Park Rd., Saratoga Springs, NY 12158
518-582-1234

BLAIN'S BAY MARINA
Blain's Bay Marina
100 Blain's Bay Rd., Saratoga Springs, NY 12158
518-582-1234

“Christmas in July” Returns For the Southern Saratoga County Chamber Angels!

-Pete Burdarian, Senior Vice President, Community Advancement, Capital Region Chamber

It didn't seem so long ago that we were celebrating our 10th anniversary. It's hard to believe that we have been around for a decade. It's a testament to the hard work and dedication of our members and staff. We are proud to have grown and to have become a vital part of the Saratoga County community.

At the height of the pandemic, our members were giving light and the support needed for their small businesses to survive. We are proud to have been able to do this. We are proud to have been able to do this. We are proud to have been able to do this.

“Christmas in July” is a tradition that has been celebrated for many years. It is a time when we can all come together and celebrate the spirit of the season. It is a time when we can all come together and celebrate the spirit of the season. It is a time when we can all come together and celebrate the spirit of the season.

The Chamber Angels in one of the most wonderful events in our area. It is a time when we can all come together and celebrate the spirit of the season. It is a time when we can all come together and celebrate the spirit of the season. It is a time when we can all come together and celebrate the spirit of the season.

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2022 Project 4: Infrastructure Review

PLAN

Why Review? Farms and marine businesses are facing challenges from within their communities, from state tax laws, generational problems, and more. Farmers on tractors are often in dangerous situations due to aggressive drivers. Efforts to dramatically alter the Canal System would dramatically impact area businesses. Truck strikes on bridges have done considerable damage in some instances.



The 2022 project will produce the following results/deliverables:

- Convene meetings of stakeholders in conjunction with appropriate agencies, and provide feedback on potential remedies to Saratoga County, on the following issues:
 - Farm tractors on roads – aggressive drivers are making it hard for farmers to move tractors between fields, and there have been some accidents and near misses because of this
 - Canal advocacy – efforts by some groups to sever the Erie and Champlain Canals will have direct impact on water tourism and commercial marine transport to Saratoga County. Also Canal issues have thwarted attempts to make progress on Area 3
 - Farm/Marine Industry issues – generational transition, land use/transfer, solar farms, questions of highest and best use, and the integration of the next generation in both of these industries into the business community
 - Truck strikes on bridges/improper use of roads – several area bridges have been damaged or compromised in recent months by truck strikes. Vehicles and aggressive drivers are increasingly being seen on our rural roads and traffic incidents are on the rise

Prepared by:

REGIONAL PLANNING COMMISSION

2021 Project 5: Utilize regional collective capacity of the Capital Region Chamber, working in conjunction with Saratoga County, to assist county businesses, leverage regional economic development resources, financial assistance, workforce development and business growth/technical assistance capabilities

PLAN

Why Utilize Regional Connections? The affiliation with the Capital Region Chamber has brought nearly one and a half million dollars into this County in 2021, strengthened and reinforced the local Chamber of Southern Saratoga County during the COVID-19 crisis, and made resources available to serve over 1000 businesses in this county. The Center for Economic Growth was joined through an affiliation with the Capital Region Chamber on 1/1/21. The combination of regional Chamber and regional Economic Development has vastly strengthened our county's ability to develop and attract business.

The 2022 project will produce the following results/deliverables:

- Provide resources to support the growth of existing businesses
- Work with Saratoga County officials on economic development opportunities
- Discuss with Economic Development Committee Chair any advocacy topics which might be elevated and included in chamber legislative agendas
- Discuss with Economic Development Committee Chair potential gaps in services/products needed for economic development and provide updates on efforts to obtain such resources regionally





SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office
Stephanie Hodgson, Director of Finance

FROM: Saratoga County Capital Resource Corp.

DATE: 11/22/21

RE: Issuance of Certain Obligations

COMMITTEE: Economic Development

1. Is a Resolution Required: YES or NO
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)
2. Is a Budget Amendment needed: YES or NO
(If yes, budget lines and impact must be provided)
3. Are there Amendments to the Compensation Schedule: YES or NO
(If yes, provide details)
4. Specific details on what the resolution will authorize:
Approving the issuance of certain obligations by the michigan finance authority to finance certain projects located in saratoga county for saint peter's health partners and affiliates as required by section 147(f) of the internal revenue code of 1986, as amended.
5. Does this item require hiring a Vendors/Contractors: YES or NO
 - a. Were bids/proposals solicited:
 - b. Is the vendor/contractor a sole source:
 - c. Commencement date of contract term:
 - d. Termination of contract date:
 - e. Contract renewal and term:
 - f. Contact information:
 - g. Is the vendor/contractor an LLS, PLLC or partnership:
 - h. State of vendor/contractor organization:
 - i. Is this a renewal agreement: YES or NO
 - j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)
- What were the terms of the prior resolution
 - Are the terms changing:
 - What is the reason for the change in terms:
7. Is a new position being created: YES or NO
- Effective date
 - Salary and grade
8. Is a new employee being hired: YES or NO
- Effective date of employment
 - Salary and grade
 - Appointed position:
 - Term:
9. Is a grant being accepted: YES or NO
- Source of grant funding:
 - Amount of grant:
 - Purpose grant will be used for:
 - Equipment and/or services being purchased with the grant:
 - Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):
supporting documentation and draft resolution included



PHONE: 212-820-9300
FAX: 212-514-8425

7 WORLD TRADE CENTER
250 GREENWICH STREET
NEW YORK, NY 10007
WWW.HAWKINS.COM

NEW YORK
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SAN FRANCISCO
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Phone: 973-642-8682

Fax: 973-642-6773

E-mail: kflynn@hawkins.com

James A. Carminucci, Esq.
Lemery Greisler LLC
60 Railroad Place, Suite 502
Saratoga Springs, NY 12866

November 16, 2021

Re: Host Community TEFRA Approval Requested in Connection with the Issuance of Certain Bonds to Finance and Refinance Certain Capital Projects for St. Peter's Health Partners

Dear Jim:

Our firm serves as Bond Counsel to Trinity Health Corporation ("Trinity"), an Indiana nonprofit corporation headquartered in Livonia, Michigan, and its affiliate, St. Peter's Health Partners ("St. Peter's Health"), a New York nonprofit corporation based in Albany, New York which owns and operates hospitals and health care facilities in Albany County, Rensselaer County, Schenectady County and Saratoga County, New York.

Early next year, Trinity will undertake a large, multi-state bond issue to finance and refinance capital projects for its affiliates around the country, including St. Peter's Health. The anticipated financing will consist of multiple series or subseries of bonds (the "Trinity Bonds") to be issued from time to time through the Michigan Finance Authority (the "Trinity Bonds"), the proceeds of which will be used by Trinity to finance and refinance various capital projects for its affiliates, including St. Peter's Health, as described in more detail herein. Trinity and St. Peter's Health are requesting assistance from Rensselaer County, Onondaga County and Saratoga County (collectively, the "Counties") in connection with the issuance by the Michigan Finance Authority of the Trinity Bonds. A portion of the Trinity Bonds, in an amount not to exceed \$20,000,000, will be utilized by Trinity and St. Peter's Health to finance and refinance certain capital projects at the hospitals and health care facilities owned or operated by St. Peter's Health in Saratoga County, as described in more detail herein (the "Saratoga County Projects").

The issuance of the Trinity Bonds through a single issuer, the Michigan Finance Authority, will allow Trinity to continue to provide efficient and low-cost financing of capital projects to its constituent hospitals and health care providers, including the hospitals and health care facilities owned or operated by St. Peter's Health. Under the provisions of the Internal Revenue Code of 1986, as amended (the "Code"), the issuance of the Trinity Bonds to finance the Saratoga County Projects will require a TEFRA approval from Saratoga County following a public TEFRA hearing (the "TEFRA Hearing") held pursuant to Section 147(f) of the Code with respect to the issuance of the Trinity Bonds and the Saratoga County Projects to be financed thereby.

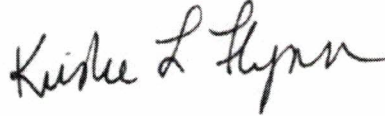
The Saratoga County Projects consist of the financing and refinancing of additions and improvements to, and equipment for, hospitals or other health care facilities owned and/or operated by St. Peter's Health or an affiliate, at Seton Health at Schuyler Ridge located at 1 Abele Boulevard, Clifton Park, New York. Proceeds of the Trinity Bonds will also be used to pay a portion of the costs of issuance of the Trinity Bonds.

Trinity and St. Peter's Health are requesting that a TEFRA Hearing be held by or on behalf of Saratoga County to give the public notice as required by the Code of the proposed issuance of the Trinity Bonds and the Saratoga County Projects to be financed and refinanced thereby, and that Saratoga County grant the TEFRA approval, following the applicable TEFRA Hearing, to the issuance of the Trinity Bonds for the financing and refinancing of the Saratoga County Projects, as required by the Code.

The Trinity Bonds will be special, limited obligations of the Michigan Finance Authority, payable solely from the debt service payments required to be made by Trinity to the Michigan Finance Authority and the other security to be pledged by Trinity with respect to the Trinity Bonds. Neither Saratoga County nor the State of New York will be obligated in any respect relating to the Trinity Bonds to be issued.

Please let me know if we can provide any additional information to the Board of Supervisors of Saratoga County with respect to the foregoing request. Thank you in advance for your assistance.

Very truly yours,

A handwritten signature in cursive script that reads "Kristine L. Flynn".

Kristine Flynn

KLF:ll

DRAFT

[Saratoga County Board of Supervisors Letterhead]

RESOLUTION NO. __ - 2021

Introduced by Supervisors _____

APPROVING THE ISSUANCE OF CERTAIN OBLIGATIONS BY THE MICHIGAN FINANCE AUTHORITY TO FINANCE CERTAIN PROJECTS LOCATED IN SARATOGA COUNTY FOR SAINT PETER'S HEALTH PARTNERS AND AFFILIATES AS REQUIRED BY SECTION 147(f) OF THE INTERNAL REVENUE CODE OF 1986, AS AMENDED.

BE IT ENACTED by the Board of Supervisors of Saratoga County, New York, as follows:

WHEREAS, Trinity Health Corporation ("Trinity"), is an Indiana nonprofit corporation which owns, or which is affiliated with, owners and operators of, hospital and health care facilities located in the State of New York, including St. Peter's Health Partners ("SPHP"), which owns and/or operates health care facilities in Saratoga County, New York (the "County"), as more particularly described herein.

WHEREAS, Trinity and SPHP have requested that the Michigan Finance Authority (the "Issuer") issue its hospital revenue bonds (Trinity Health Credit Group) in one or more series or subseries from time to time in an aggregate principal amount not to exceed \$405,000,000 (the "Bonds"), to provide funds to Trinity Health and SPHP and the affiliates of SPHP, to finance and refinance additions and improvements to, and equipment for, hospitals or other health care facilities owned and/or operated by SPHP, or an affiliate of SPHP, in an amount not to exceed \$20,000,000 with respect to such projects at Seton Health at Schuyler Ridge located at 1 Abele Boulevard, Clifton Park, New York (hereinafter, the "Saratoga County Projects").

WHEREAS, the Saratoga County Projects are owned and/or operated by SPHP or its affiliates, and are located in the County, as described above.

WHEREAS, on December 1, 2021 the Saratoga County Capital Resource Corporation held a public hearing with respect to the issuance of the Bonds and the Saratoga County Projects to be financed thereby (the "TEFRA hearing"), as required by Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), following publication of notice of the TEFRA hearing in *The Daily Gazette*, a newspaper of general circulation in the County on November 24, 2021, as required by the Code.

WHEREAS, the approval of the Board of Supervisors of Saratoga County, New York, being the highest elected officials of the County, is required pursuant to Section 147(f) of the Code as a condition to the issuance of the Bonds to be applied to the Saratoga County Projects.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF SARATOGA COUNTY, NEW YORK AS FOLLOWS:

Section 1. Approval of the Issuance of the Bonds for Purposes of Section 147(f) of the Code. The issuance of the Bonds by the Issuer for the financing and refinancing of the Saratoga County Projects in an amount not to exceed \$20,000,000 is hereby approved solely for the purpose of compliance with, and as required by, Section 147(f) of the Code.

Section 2. County Shall Not be Liable for the Bonds. The approvals and declarations in this Resolution shall in no way pledge or otherwise obligate the credit or taxing power of the County, nor shall the County be liable for the payment of principal of or interest or premium, if any, on the Bonds, nor shall the County have any obligations with respect to the projects to be financed and refinanced with the proceeds of the Bonds, including the Saratoga County Projects or any facilities owned and operated by Trinity or SPHP or the affiliates of SPHP.

Section 3. Effective Date of this Resolution. This Resolution shall take effect on the date of adoption hereof.

BUDGET IMPACT STATEMENT: No budget impact.

STATE OF NEW YORK)

)SS.:

COUNTY OF SARATOGA)

I, _____, the undersigned [Deputy] Clerk of the Saratoga County Board of Supervisors, DO HEREBY CERTIFY that the preceding Resolution was duly adopted by the Saratoga County Board of Supervisors at a regular meeting of the said Board of Supervisors duly called and held on December 15, 2021; that said Resolution was entered in the minutes of said meeting; and that I have compared the foregoing copy with the original thereof now on file in my office and that the same is a true and correct transcript of said Resolution and of the whole thereof.

I FURTHER CERTIFY that (i) all members of the Saratoga County Board of Supervisors had due notice of said meeting, (ii) said meeting was in all respects duly held, (iii) pursuant to Article 7 of the Public Officers Law (the "Open Meetings Law"), said meeting was open to the general public, and public notice of the time and place of said meeting was duly given to the public and the news media as required by the Open Meetings Law, and (iv) there was a quorum of the members of the Board of Supervisors present throughout said meeting.

I FURTHER CERTIFY that, as of the date hereof, the attached resolution is in full force and effect and has not been amended, repealed or rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of Saratoga County, New York this 15th day of December, 2021.

[Deputy] Clerk of the Board of Supervisors
of Saratoga County, New York

(SEAL)

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a public hearing will be held by the Saratoga County Capital Resource Corporation on December 1, 2021 at 3:00 p.m., or as soon thereafter as the same may be heard, at the Offices of Lemery Greisler LLC, 60 Railroad Place, Suite 502, Saratoga Springs, New York, for the purposes of receiving comments and hearing discussion concerning the issuance from time to time in one or more series or subseries by the Michigan Finance Authority (the "Issuer") of its hospital revenue bonds (Trinity Health Credit Group) (the "Bonds") in an amount not to exceed \$405,000,000, a portion of the proceeds in an amount not to exceed \$20,000,000 with respect to health care facilities located in Saratoga County, New York (the "County"), as more fully described below. The proceeds of the Bonds will be loaned to Trinity Health Corporation ("Trinity Health"), an Indiana nonprofit corporation with its principal corporate offices located in Michigan, and will be used to finance and refinance the costs of acquisition, construction, furnishing and equipping of certain health care facilities owned and/or operated by Trinity Health's affiliate, St. Peter's Health Partners ("SPHP"), a New York nonprofit corporation or one of SPHP's affiliates, at the facilities described herein located in Saratoga County, New York (collectively, the "Saratoga County Projects"), and to pay certain expenses incurred in connection with the issuance of the Bonds.

The Saratoga County Projects consist of the financing and refinancing of additions and improvements to, and equipment for, hospitals or other health care facilities owned and/or operated by SPHP, or an affiliate of SPHP, at Seton Health at Schuyler Ridge located at 1 Abele Boulevard, Clifton Park, New York.

A public hearing will be held pursuant to the requirements of Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), at the above-referenced time and place in connection with the proposed issuance of the Bonds and the Saratoga County Projects to be financed and refinanced with the proceeds thereof, at which time there will be an opportunity for persons to express their views on the foregoing. Any person may attend the public hearing or submit written comments to be considered at such meeting.

The Bonds may be issued from time to time in multiple series or subseries. It is the intention of Trinity Health and the Issuer that the first series of Bonds will be issued not later than one year from the date of approval of the above-described plan of finance.

If any person decides to appeal any decision of the Board of Supervisors of the County with respect to any matter considered at the public hearing, he or she will need a record of the proceedings; and for such purpose, he or she may need to insure that a verbatim record of the proceedings be made, which record includes testimony and evidence upon which the appeal is to be based.

All interested taxpayers, property owners and citizens of the County are invited to attend this public hearing and, either personally or through their representative, will be given an opportunity to express their views concerning the Saratoga County Projects to be financed and refinanced with the proceeds of the Bonds. Written comments may be submitted on or before 12:00 p.m. on November 30, 2021 to the Saratoga County Capital Resource Corporation, 50 West High Street, Ballston Spa, New York 12020, Attention: Raymond O'Connor, Chief

Executive Officer. In accordance with the Americans with Disabilities Act of 1990, the needs of persons requesting special accommodations (hearing or visually impaired) shall be met if Raymond O'Connor is notified at least 48 hours prior to the public hearing at (518) 884-4780.

The Bonds will not be a debt or liability of the Issuer, the County, the State of New York, or any other political subdivision thereof. None of the Issuer, the County, the State of New York or any other political subdivision thereof shall have any obligations whatsoever with respect to the Bonds. The Bonds will be special, limited obligations of the Issuer, payable solely from payments to be made to the Issuer by Trinity Health.

This notice is published pursuant to the requirements of Section 147(f) of the Code.

Dated: November 24, 2021



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 68 - 2017

Introduced by Supervisors Collyer, Allen, Lent, Lewza, Tollisen, Veitch and Wright

APPROVING THE ISSUANCE OF CERTAIN OBLIGATIONS BY THE MICHIGAN FINANCE AUTHORITY TO FINANCE CERTAIN PROJECTS LOCATED IN SARATOGA COUNTY FOR SAINT PETER'S HEALTH PARTNERS AND AFFILIATES AS REQUIRED BY SECTION 147(f) OF THE INTERNAL REVENUE CODE OF 1986, AS AMENDED

BE IT ENACTED by the Board of Supervisors of Saratoga County, New York, as follows:

WHEREAS, Trinity Health Corporation ("Trinity"), is an Indiana nonprofit corporation which owns, or which is affiliated with, owners and operators of, hospital and health care facilities located in the State of New York, including St. Peter's Health Partners ("SPHP"), which owns and/or operates health care facilities in Saratoga County, New York (the "County"), as more particularly described herein.

WHEREAS, Trinity and SPHP have requested that the Michigan Finance Authority (the "Issuer") issue its Revenue Bonds (Trinity Health Credit Group) in one or more series from time to time pursuant to a 3-year plan of finance in an aggregate principal amount not to exceed \$20,000,000 (the "Bonds") to provide funds to Trinity Health and SPHP and the affiliates of SPHP, to finance and refinance additions and improvements to, and equipment for, hospitals or other health care facilities owned and/or operated by SPHP, or an affiliate of SPHP, as follows: (1) St. Peter's Medical Campus – Clifton Park located at 1 Tallow Wood Drive and 855 Route 146, Clifton Park, New York; (2) Samaritan Hospital – Waterford Health Center located at 158 Saratoga Avenue, Waterford, New York; and (3) Seton Health at Schuyler Ridge located at 1 Abele Boulevard, Clifton Park, New York (collectively hereinafter, the "Saratoga County Projects").

WHEREAS, the Saratoga County Projects are owned and/or operated by SPHP or its affiliates, and are located in the County, as described above.

WHEREAS, on February 23, 2017 the Saratoga County Capital Resource Corporation held a public hearing with respect to the issuance of the Bonds and the Saratoga County Projects to be financed thereby (the "TEFRA hearing"), as required by Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), following publication of notice of the TEFRA hearing in *The Daily Gazette*, a newspaper of general circulation in the County on, February 8, 2017, as required by the Code.

WHEREAS, the approval of the Board of Supervisors of Saratoga County, New York, being the highest elected officials of the County, is required pursuant to Section 147(f) of the Code as a condition to the issuance of the Bonds to be applied to the Saratoga County Projects.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF SARATOGA COUNTY, NEW YORK AS FOLLOWS:

Section 1 Approval of the Issuance of the Bonds for Purposes of Section 147(f) of the Code. The issuance of the Bonds by the Issuer in an amount not exceeding \$20,000,000 for the financing and refinancing of the Saratoga County Projects is hereby approved solely for the purpose of compliance with, and as required by, Section 147(f) of the Code.

Section 2. County Shall Not be Liable for the Bonds. The approvals and declarations in this Resolution shall in no way pledge or otherwise obligate the credit or taxing power of the County, nor shall the County be liable for the payment of principal of or interest or premium, if any, on the Bonds, nor shall the County have any obligations with respect to the projects to be financed and refinanced with the proceeds of the Bonds, including the Saratoga County Projects or any facilities owned and operated by Trinity or SPHP or the affiliates of SPHP.

Section 3. Effective Date of this Resolution. This Resolution shall take effect on the date of adoption hereof.

BUDGET IMPACT STATEMENT: No budget impact.

STATE OF NEW YORK)
)SS.:
COUNTY OF SARATOGA)

I, PAMELA A. WRIGHT the undersigned Clerk of the Saratoga County Board of Supervisors, DO HEREBY CERTIFY that the preceding Resolution was duly adopted by the Saratoga County Board of Supervisors at a regular meeting of the said Board of Supervisors duly called and held on February 28, 2017; that said Resolution was entered in the minutes of said meeting; and that I have compared the foregoing copy with the original thereof now on file in my office and that the same is a true and correct transcript of said Resolution and of the whole thereof.

I FURTHER CERTIFY that (i) all members of the Saratoga County Board of Supervisors had due notice of said meeting, (ii) said meeting was in all respects duly held, (iii) pursuant to Article 7 of the Public Officers Law (the “Open Meetings Law”), said meeting was open to the general public, and public notice of the time and place of said meeting was duly given to the public and the news media as required by the Open Meetings Law, and (iv) there was a quorum of the members of the Board of Supervisors present throughout said meeting.

I FURTHER CERTIFY that, as of the date hereof, the attached resolution is in full force and effect and has not been amended, repealed or rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of Saratoga County, New York this 28th day of February, 2017.

PAMELA A. WRIGHT
Clerk of the Board of Supervisors
of Saratoga County, New York



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office
Stephanie Hodgson, Director of Finance

FROM: *County Administration*
~~Saratoga County Chamber of Commerce~~

DATE: 11/18/21

RE: Designating the Chamber as the TPA for 2022

COMMITTEE: Economic Development

1. Is a Resolution Required: YES or NO
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)

2. Is a Budget Amendment needed: YES or NO
(If yes, budget lines and impact must be provided)

3. Are there Amendments to the Compensation Schedule: YES or NO
(If yes, provide details)

4. Specific details on what the resolution will authorize:
This will designate the Saratoga County Chamber of Commerce as the county's tourism promotion agency and will authorize the saratoga county chamber of commerce to apply for an "I Love NY" grant for 2022

5. Does this item require hiring a Vendors/Contractors: YES or NO

- a. Were bids/proposals solicited:
- b. Is the vendor/contractor a sole source:
- c. Commencement date of contract term:
- d. Termination of contract date:
- e. Contract renewal and term:
- f. Contact information:
- g. Is the vendor/contractor an LLS, PLLC or partnership:
- h. State of vendor/contractor organization:
- i. Is this a renewal agreement: YES or NO
- j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)
- a. What were the terms of the prior resolution
 - b. Are the terms changing:
 - c. What is the reason for the change in terms:
7. Is a new position being created: YES or NO
- a. Effective date
 - b. Salary and grade
8. Is a new employee being hired: YES or NO
- a. Effective date of employment
 - b. Salary and grade
 - c. Appointed position:
 - d. Term:
9. Is a grant being accepted: YES or NO
- a. Source of grant funding:
 - b. Amount of grant:
 - c. Purpose grant will be used for:
 - d. Equipment and/or services being purchased with the grant:
 - e. Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):
marked up resolution included



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION ~~203-2019~~

Introduced by Supervisors ~~Barrett, Johnson, Kusnierz, Lawler, Richardson, Szczepaniak and Veitch~~ Barrett, Gaston, Grasso, Skhappf, Tollisen, Winney Wood

DESIGNATING THE SARATOGA COUNTY CHAMBER OF COMMERCE AS THE COUNTY'S TOURISM PROMOTION AGENCY AND AUTHORIZING THE SARATOGA COUNTY CHAMBER OF COMMERCE TO APPLY FOR AN "I LOVE NEW YORK" GRANT FOR ~~2020~~ 2022

WHEREAS, Article 5-A of the Economic Development Law authorizes matching funds for tourism promotion to be administered through a County's Tourism Promotion Agency; and

WHEREAS, approval of any application for such State funds requires the designation of a Tourism Promotion Agency and a local commitment for an amount at least equal to the grant request; and

WHEREAS, the maximum possible grant for tourism promotion for ~~2020~~ 2022 approximates \$~~220,400~~; and

WHEREAS, the County's projected ~~2020~~ 2022 Budget for tourism promotion includes a sufficient amount for the required local commitment for that maximum grant request with a total possible program expenditure of ~~\$220,400~~; and

WHEREAS, tourism promotion has long been a commitment of the Boards of Supervisors of Saratoga County; and

WHEREAS, the Saratoga Chamber of Commerce has been successful in the promotion of tourism for Saratoga County for many years, and is well suited to be designated as Tourism Promotion Agency for Saratoga County; now, therefore, be it

RESOLVED, that the Saratoga County Chamber of Commerce is designated as Tourism Promotion Agency for Saratoga County for ~~2020~~; and, be it further

RESOLVED, that the Chairman of this Board of Supervisors is authorized and directed to execute and file necessary applications, acceptance and subrecipient documents required by the New York State Department of Economic Development for the maximum award of tourism promotion matching funds for ~~2020~~ 2022 with a possible total program expenditure of ~~\$220,400~~.

BUDGET IMPACT STATEMENT: No budget impact.



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION ~~183 - 2021~~

Introduced by Supervisors Barrett, Gaston, Grasso, Schopf, Tollisen, Winney and Wood

DESIGNATING THE SARATOGA COUNTY CHAMBER OF COMMERCE AS THE COUNTY'S TOURISM PROMOTION AGENCY AND AUTHORIZING THE SARATOGA COUNTY CHAMBER OF COMMERCE TO APPLY FOR AN "I LOVE NEW YORK" GRANT FOR ~~2021~~ 2022

WHEREAS, Article 5-A of the Economic Development Law authorizes matching funds for tourism promotion to be administered through a County's Tourism Promotion Agency; and

WHEREAS, approval of any application for such State funds requires the designation of a Tourism Promotion Agency and a local commitment for an amount at least equal to the grant request; and

WHEREAS, due to the COVID-19 pandemic, New York State has not accepted Tourism Matching Funds grant applications for the first and second quarters of 2021; and

WHEREAS, grant funds for the third and fourth quarters of 2021 in the estimated amount of \$28,862 will be issued directly to the Saratoga County Chamber of Commerce upon the approval of their application and marketing plan; and

WHEREAS, the County's ²⁰²² ~~2021~~ Budget for tourism promotion includes a sufficient amount for the required local commitment for that maximum grant request with a total possible program expenditure of \$403,862; and

WHEREAS, tourism promotion has long been a commitment of the Board of Supervisors of Saratoga County; and

WHEREAS, the Saratoga Chamber of Commerce has been successful in the promotion of tourism for Saratoga County for many years, and is well suited to be designated as Tourism Promotion Agency for Saratoga County; now, therefore, be it

RESOLVED, that the Saratoga County Chamber of Commerce is hereby designated as Tourism Promotion Agency for Saratoga County for 2021; and, be it further

RESOLVED, that the Chairman of this Board of Supervisors is authorized to execute and file necessary applications, acceptance and subrecipient documents required by the New York State Empire State Development for the maximum award of tourism promotion matching funds for 2021 with a possible total program expenditure of \$403,862.

BUDGET IMPACT STATEMENT: None. Funds are allocated in the 2021 budget.



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office
Stephanie Hodgson, Director of Finance

FROM: Saratoga County Prosperity Partnership

DATE: 11/17/21

RE: Approving the 3rd Quarter payment to SCPP

COMMITTEE: Economic Development

1. Is a Resolution Required: YES or NO
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)
2. Is a Budget Amendment needed: YES or NO
(If yes, budget lines and impact must be provided)
3. Are there Amendments to the Compensation Schedule: YES or NO
(If yes, provide details)
4. Specific details on what the resolution will authorize:
Authorizing and approving the 3rd Quarter payment of 2021 to SCPP per Res. 276-2020
5. Does this item require hiring a Vendors/Contractors: YES or NO
 - a. Were bids/proposals solicited:
 - b. Is the vendor/contractor a sole source:
 - c. Commencement date of contract term:
 - d. Termination of contract date:
 - e. Contract renewal and term:
 - f. Contact information:
 - g. Is the vendor/contractor an LLS, PLLC or partnership:
 - h. State of vendor/contractor organization:
 - i. Is this a renewal agreement: YES or NO
 - j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)
- a. What were the terms of the prior resolution
 - b. Are the terms changing:
 - c. What is the reason for the change in terms:
7. Is a new position being created: YES or NO
- a. Effective date
 - b. Salary and grade
8. Is a new employee being hired: YES or NO
- a. Effective date of employment
 - b. Salary and grade
 - c. Appointed position:
 - d. Term:
9. Is a grant being accepted: YES or NO
- a. Source of grant funding:
 - b. Amount of grant:
 - c. Purpose grant will be used for:
 - d. Equipment and/or services being purchased with the grant:
 - e. Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):
Marked up resolution and supporting documents are included



~~10/19/21~~

SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION ~~284 - 2021~~

Introduced by Supervisors Barrett, Gaston, Grasso, Schopf, Tollisen, Winney and Wood

Third
**AUTHORIZING THE ISSUANCE OF A ~~SECOND~~ QUARTER 2021
PAYMENT TO SARATOGA COUNTY PROSPERITY PARTNERSHIP, INC.
FOR ECONOMIC DEVELOPMENT SERVICES**

WHEREAS, pursuant to Resolution 252-2020, as amended by Resolution 276-2020, this board authorized the Chairman to enter into an agreement with Saratoga County Prosperity Partnership, Inc. ("Prosperity Partnership") to promote, provide and oversee all economic development activities of the County of Saratoga for the term January 1, 2021 through December 31, 2021 at a cost not to exceed \$450,000, to be made in quarterly payments of \$112,500 upon submission of a proper voucher and documentation consisting of copies of Prosperity Partnership's current budget, financial statement and compensation schedule as well as any additional documentation which may be required by the Economic Development Committee for each fiscal quarter for review by the Economic Development Committee and upon a resolution duly advanced; and

WHEREAS, our Economic Development Committee has received and reviewed said documentation for the ~~second~~ ^{3rd} quarter of 2021 and has recommended that the payment of \$112,500 be made to Saratoga County Prosperity Partnership, Inc. to promote, provide and oversee all economic development activities in the County of Saratoga.

BUDGET IMPACT STATEMENT: No budget impact.

2/23/21



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 49 - 2021

Introduced by Supervisors Barrett, Gaston, Grasso, Schopf, Tollisen, Winney and Wood

AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AMENDED AGREEMENT WITH SARATOGA COUNTY PROSPERITY PARTNERSHIP, INC. TO AUTHORIZE FIRST QUARTER 2021 PAYMENT FOR ECONOMIC DEVELOPMENT SERVICES

WHEREAS, pursuant to Resolution 252-2020, this board authorized the Chairman to enter into an agreement with the Saratoga County Prosperity Partnership to promote, provide and oversee all economic development activities of the County of Saratoga based on the amount set by Tax Law §1202-g(9), which is fifty percent (50%) of the County's occupancy tax revenues; and

WHEREAS, pursuant to Resolution 276-2020, this board revised the payment terms for the appropriated funding for the Saratoga County Partnership, Inc. ("Prosperity Partnership") to require that upon submission of a proper voucher and documentation consisting of copies of its current budget, financial statement and compensation schedule as well as any additional documentation which may be required by the Economic Development Committee for each fiscal quarter for review by the Economic Development Committee and upon a resolution duly advanced, the Board of Supervisors shall consider the quarterly payment to Prosperity Partnership based on the amount set by Tax Law §1202-g(9); and

WHEREAS, our Economic Development Committee has received and reviewed said documentation and has estimated the total amount of the County's occupancy tax revenues for 2021 to be no more than \$900,000, making the amount of \$450,000 to be paid to Prosperity Partnership for the term January 1, 2021 through December 31, 2021, which shall be paid in quarterly amounts of \$112,500 upon consideration and approval of the Economic Development Committee; and

WHEREAS, our Economic Development Committee has recommended that an amendment to the agreement with Prosperity Partnership authorize the first quarter payment of \$112,500 to be paid to the Prosperity Partnership by March 1, 2021; now, therefore be it

RESOLVED, that the Chair of the Board is hereby authorized to execute an amendment to the agreement with Saratoga County Prosperity Partnership, Inc. to promote, provide and oversee all economic development activities of the County of Saratoga for the term January 1, 2021 through December 31, 2021 at a cost not to exceed \$450,000, with the first quarter payment in the amount of \$112,500 to be paid by March 1, 2021; and, be it further

RESOLVED, that the Economic Development Committee, having reviewed the budget, financial statements and compensation schedule submitted by Saratoga County Prosperity Partnership, Inc. and having considered the likely tax returns and budget estimates, authorize the first quarterly payment of \$112,500 to be paid by March 1, 2021, with said agreement being subject to the approval of the County Attorney.

BUDGET IMPACT STATEMENT: No budget impact.

12/15/20



SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 276 - 2020

**Introduced by Supervisors Lawler, Kinowski, Pemrick, Raymond and Richardson
As Amended on Motion of Supervisor Veitch, Seconded by Supervisor Kusnierz**

AMENDING RESOLUTION 252-2020 TO REVISE THE PAYMENT TERMS FOR THE SARATOGA COUNTY PROSPERITY PARTNERSHIP, INC. AND SARATOGA ECONOMIC DEVELOPMENT CORPORATION

WHEREAS, Resolution 252-2020 authorized the Chair of the Board to execute 2021 funding and service agreements for various public benefit organizations pursuant to County Law §224; and

WHEREAS, included in the agreements the Chairman was authorized to sign pursuant to Resolution 252-2020 were an agreement with the Saratoga County Prosperity Partnership, Inc. at an appropriated funding level of the "Amount Set by Tax Law §1202-g(9)", which is fifty percent (50%) of the County's occupancy tax revenues, and an agreement with the Saratoga Economic Development Corporation at an appropriated funding level of \$150,000; and

WHEREAS, a motion was made to amend the payment terms for the appropriated 2021 funding to the Saratoga County Prosperity Partnership, Inc. and Saratoga Economic Development Corporation; now, therefore, be it

RESOLVED, that Resolution 252-2020 is hereby amended to revise the payment terms for the appropriated funding for the Saratoga County Prosperity Partnership, Inc. and Saratoga Economic Development Corporation to require that upon submission of a proper voucher and documentation consisting of copies of its current budget, financial statement and compensation schedule as well as any additional documentation which may be required by the Economic Development Committee for each fiscal quarter for review by the Economic Development Committee and upon a resolution duly advanced, the Board of Supervisors shall consider the following payments for approval:

<u>ORGANIZATION</u>	<u>SERVICE</u>	<u>APPROPRIATION</u>	<u>TERM</u>
Saratoga County Prosperity Partnership, Inc.	promote, provide and oversee all economic development activities of the County of Saratoga	Amount Set by of Tax Law §1202-g(9)	quarterly
Saratoga Economic Development Corporation	Economic Development	\$150,000	quarterly

BUDGET IMPACT STATEMENT: No budget impact.

Budget Report for Saratoga County Prosperity Partnership, Inc
 Fiscal Year Ending: 12/31/2021

Run Date: 10/28/2020
 Status: CERTIFIED
 Certified Date: 10/28/2020

Budget & Financial Plan

Budgeted Revenues, Expenditures, And Changes in Current Net Assets.

	Last Year (Actual) 2019	Current Year (Estimated) 2020	Next Year (Adopted) 2021	Proposed 2022	Proposed 2023	Proposed 2024
REVENUE & FINANCIAL SOURCES						
Operating Revenues						
Charges For Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Rentals & Financing Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Operating Revenues	\$775,000.00	\$500,000.00	\$550,000.00	\$575,000.00	\$600,000.00	\$600,000.00
Non-Operating Revenues						
Investment Earnings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
State Subsidies / Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Federal Subsidies / Grants	\$0.00	\$141,223.00	\$135,000.00	\$100,000.00	\$100,000.00	\$100,000.00
Municipal Subsidies / Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Public Authority Subsidies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Non-Operating Revenues	\$58,045.00	\$17,733.00	\$104,000.00	\$115,000.00	\$115,000.00	\$115,000.00
Proceeds From The Issuance Of Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Revenues & Financing Sources	\$833,045.00	\$658,956.00	\$789,000.00	\$790,000.00	\$815,000.00	\$815,000.00
EXPENDITURES						
Operating Expenditures						
Salaries And Wages	\$367,878.00	\$300,000.00	\$291,000.00	\$300,000.00	\$315,000.00	\$315,000.00
Other Employee Benefits	\$92,739.00	\$81,200.00	\$85,163.00	\$85,000.00	\$90,000.00	\$95,000.00
Professional Services Contracts	\$145,964.00	\$145,964.00	\$161,015.00	\$161,015.00	\$165,000.00	\$165,000.00
Supplies And Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Operating Expenditures	\$97,044.00	\$0.00	\$191,620.00	\$191,620.00	\$200,000.00	\$200,000.00
Non-Operating Expenditures						
Payment Of Principal On Bonds And Financing Arrangements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Interest And Other Financing Charges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subsidies To Other Public Authorities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Capital Asset Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grants And Donations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Non-Operating Expenditures	\$0.00	\$105,500.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Expenditures	\$703,625.00	\$632,664.00	\$728,798.00	\$737,635.00	\$770,000.00	\$775,000.00
Capital Contributions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Excess (Deficiency) Of Revenues And Capital Contributions Over Expenditures	\$129,420.00	\$26,292.00	\$60,202.00	\$52,365.00	\$45,000.00	\$40,000.00

**Saratoga County Prosperity Partnership Expenditures
October 1, 2021 to October 31, 2021**

<u>Date</u>	<u>Type</u>	<u>No.</u>	<u>Payee</u>	<u>Category</u>	<u>Memo</u>	<u>Total</u>
10/27/2021	Check	2669	Saratoga County Chamber of Commerce	5110 Operating Expenses	Nov Rent	\$750.00
10/25/2021	Check	2668	ATC Visa	7052 Operating Expenses		\$945.46
10/12/2021	Check	2667	MRB Group	9000 Operating Expenses		\$9,100.00
10/12/2021	Check	2666	PVA	3060 Operating Expenses		\$8,700.00
10/12/2021	Check	2665	Electronic Office Products	5104 Operating Expenses		\$180.00
10/8/2021	Check	2663	Saratoga County Chamber of Commerce	5110 Operating Expenses	Oct Rent	\$750.00

Saratoga County Prosperity Partnership

Statement of Activity

January - October, 2021

	TOTAL
Revenue	
10000 StartUp NY Leaseback	45,347.58
10015 Occupancy Tax Revenue	112,500.00
10025 Fee For Services	12,620.00
10035 Grant Revenue	30,019.78
10055 PPP - SBA LOAN FORGIVIEN	55,503.92
Total Revenue	\$255,991.28
GROSS PROFIT	\$255,991.28
Expenditures	
8100 Employee Expenses	
8001 Payroll & 401K Fees	2,593.07
8002 Health & Dental Insurance	817.50
8003 Wireless & Data Fees	1,000.00
8004 Mileage Reimbursement	1,055.90
8005 Salaries & Wages	94,846.23
8006 401k Company Match	4,899.71
8007 Payroll Taxes	
8007A Payroll Expense - SS	5,880.47
8007B Payroll Expense - Medicare	1,375.28
8007C Payroll Expense - FUTA	0.00
8007D Payroll Expense - SUI	755.24
8007E Payroll Expense - NY Re-employ SVC	0.00
Total 8007 Payroll Taxes	8,010.99
Total 8100 Employee Expenses	113,223.40
9000 Operating Expenses	12,600.00
3500 Programming & MOU Expenses	
3047 Database & Information Clearing House	1,510.00
3048 Community Economic Development Plans/NWC	15,849.11
3049 Business Retention & Expansion (BRE)	963.00
3060 StartUp NY Leaseback	45,347.58
Total 3500 Programming & MOU Expenses	63,669.69

Saratoga County Prosperity Partnership

Statement of Activity

January - October, 2021

	TOTAL
5200 General Office Expenses	2,262.94
5101 Printer Expenses	180.00
5102 Bank Service Charges	12.00
5103 Business Insurance	4,179.97
5104 IT/Computer Services	3,800.00
5108 Office Equipment	464.29
5109 Postage & Delivery	78.22
5110 Rent or Lease	9,000.00
5111 Utilities	1,571.98
5120 Legal & Accounting Fees	17,863.50
6002 Networking & Meetings	396.90
6003 Dues & Memberships	2,515.00
6100 Professional Development/Training	525.00
Total 5200 General Office Expenses	42,849.80
7100 MARCOMM	3,496.78
7051 Advertising/Public Relations	257.00
7052 Digital Subscriptions	1,348.46
Total 7100 MARCOMM	5,102.24
Total 9000 Operating Expenses	124,221.73
910 Uncategorized Expenditure	5,086.28
Total Expenditures	\$242,531.41
NET OPERATING REVENUE	\$13,459.87
Other Expenditures	
940 Reconciliation Discrepancies	1,223.72
Total Other Expenditures	\$1,223.72
NET OTHER REVENUE	\$ -1,223.72
NET REVENUE	\$12,236.15

Saratoga County Prosperity Partnership

Statement of Financial Position

As of October 31, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Adirondack Trust Company	24,021.25
PPP Checking	0.00
USDA RBDG	30,029.78
Total Bank Accounts	\$54,051.03
Accounts Receivable	
1300 Accounts Receivable	0.00
Total Accounts Receivable	\$0.00
Other Current Assets	
1310 Prepaid Expenses	0.00
1320 Uncategorized Asset	-525.00
1330 Undeposited Funds	0.00
1360 Prepaid Insurance - Gen Liability	3,333.52
1370 Prepaid Insurance - Workers comp	8,307.92
Total Other Current Assets	\$11,116.44
Total Current Assets	\$65,167.47
Fixed Assets	
1385 Accumulated Depreciation	-6,140.49
1390 Furniture	16,743.86
Total Fixed Assets	\$10,603.37
TOTAL ASSETS	\$75,770.84
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 Accounts Payable	0.00
Total Accounts Payable	\$0.00
Credit Cards	
2002 Shelby Schneider Credit Card	-214.64
Total Credit Cards	\$ -214.64
Other Current Liabilities	
2051 401K Employee Contributions	0.00
401K Employee Contribution (Shelby)	1,505.30
Total 2051 401K Employee Contributions	1,505.30
2053 Deferred Revenue	5,000.00
2054 IDA Fees Payable	0.00
2056 PPP SBA Loan	0.00
Total Other Current Liabilities	\$6,505.30
Total Current Liabilities	\$6,290.66
Total Liabilities	\$6,290.66
Equity	
4015 Unrestricted Net Assets	57,244.03
Net Revenue	12,236.15
Total Equity	\$69,480.18
TOTAL LIABILITIES AND EQUITY	\$75,770.84

Saratoga County Prosperity Partnership

Statement of Financial Position

As of October 31, 2021

	TOTAL	
	AS OF OCT 31, 2021	AS OF OCT 31, 2020 (PY)
ASSETS		
Current Assets		
Bank Accounts		
Adirondack Trust Company	24,021.25	104,211.36
PPP Checking	0.00	0.00
USDA RBDG	30,029.78	10.00
Total Bank Accounts	\$54,051.03	\$104,221.36
Accounts Receivable		
1300 Accounts Receivable	0.00	0.00
Total Accounts Receivable	\$0.00	\$0.00
Other Current Assets		
1310 Prepaid Expenses	0.00	1,170.99
1320 Uncategorized Asset	-525.00	5,521.54
1330 Undeposited Funds	0.00	0.00
1350 Prepaid Expenditures - Business Recruiting (deleted)	0.00	1,908.00
1360 Prepaid Insurance - Gen Liability	3,333.52	3,333.44
1370 Prepaid Insurance - Workers comp	8,307.92	494.63
Total Other Current Assets	\$11,116.44	\$12,428.60
Total Current Assets	\$65,167.47	\$116,649.96
Fixed Assets		
1385 Accumulated Depreciation	-6,140.49	-4,839.31
1390 Furniture	16,743.86	16,743.86
Total Fixed Assets	\$10,603.37	\$11,904.55
TOTAL ASSETS	\$75,770.84	\$128,554.51

Saratoga County Prosperity Partnership

Statement of Financial Position

As of October 31, 2021

	TOTAL	
	AS OF OCT 31, 2021	AS OF OCT 31, 2020 (PY)
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2100 Accounts Payable	0.00	2,325.00
Total Accounts Payable	\$0.00	\$2,325.00
Credit Cards		
(7203) Michele Battle Credit Card (deleted)	0.00	610.87
2002A Credit Card Fees (deleted)	0.00	-10.00
Total (7203) Michele Battle Credit Card (deleted)	0.00	600.87
2002 Shelby Schneider Credit Card	-214.64	281.41
Total Credit Cards	\$ -214.64	\$882.28
Other Current Liabilities		
2051 401K Employee Contributions		
401K Employee Contribution (Shelby)	1,505.30	922.61
401K Employee Contribution- Jenny (deleted)	0.00	214.16
401K Employee Contribution- Michele (deleted)	0.00	226.76
Total 2051 401K Employee Contributions	1,505.30	1,363.53
2053 Deferred Revenue	5,000.00	5,000.00
2054 IDA Fees Payable	0.00	0.00
2056 PPP SBA Loan	0.00	
Total Other Current Liabilities	\$6,505.30	\$6,363.53
Total Current Liabilities	\$6,290.66	\$9,570.81
Total Liabilities	\$6,290.66	\$9,570.81
Equity		
4015 Unrestricted Net Assets		
Net Revenue	12,236.15	55,833.11
Total Equity	\$69,480.18	\$118,983.70
TOTAL LIABILITIES AND EQUITY	\$75,770.84	\$128,554.51

**SARATOGA COUNTY PROSPERITY
PARTNERSHIP, INC.**

**(A Component Unit of the County of
Saratoga, New York)**

FINANCIAL STATEMENT

DECEMBER 31, 2020 AND 2019

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INDEPENDENT AUDITORS' REPORT

The Board of Directors
Saratoga County Prosperity Partnership, Inc.
Malta, New York

Report on the Financial Statements

We have audited the accompanying financial statements of Saratoga County Prosperity Partnership, Inc. (a nonprofit organization), a component unit of the County of Saratoga, New York, which comprise the statements of financial position as of December 31, 2020 and 2019, and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Saratoga County Prosperity Partnership, Inc. as of December 31, 2020 and 2019, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated March 22, 2021, on our consideration of Saratoga County Prosperity Partnership, Inc.'s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Saratoga County Prosperity Partnership, Inc.'s internal control over financial reporting and compliance.

WEST & COMPANY CPA PC

Saratoga Springs, New York
March 22, 2021

SARATOGA COUNTY PROSPERITY PARTNERSHIP, INC.
(A Component Unit of the County of Saratoga, New York)

STATEMENTS OF FINANCIAL POSITION

DECEMBER 31, 2020 AND 2019

- ASSETS -	2020	2019
CURRENT ASSETS:		
Cash and cash equivalents	\$ 41,604	\$ 53,865
Accounts receivable	0	7,031
Prepaid expenses	8,046	21,522
	49,650	82,418
PROPERTY AND EQUIPMENT:		
Property and equipment	16,744	16,744
Less accumulated depreciation	(6,141)	(4,840)
	10,603	11,904
Property and equipment - net	10,603	11,904
TOTAL ASSETS	\$ 60,253	\$ 94,322
- LIABILITIES AND NET ASSETS -		
LIABILITIES:		
Accounts payable	\$ 22	\$ 15,618
Accrued expenses	1,527	4,337
Deferred revenue	5,500	2,500
	7,049	22,455
Total liabilities	7,049	22,455
NET ASSETS:		
Without donor restrictions	53,204	71,867
TOTAL LIABILITIES AND NET ASSETS	\$ 60,253	\$ 94,322

See accompanying notes and independent auditors' report.

SARATOGA COUNTY PROSPERITY PARTNERSHIP, INC.
(A Component Unit of the County of Saratoga, New York)

STATEMENTS OF ACTIVITIES

YEARS ENDED DECEMBER 31, 2020 AND 2019

	<u>2020</u>	<u>2019</u>
REVENUES:		
County revenue		
General fund	\$ 0	\$ 274,659
Occupancy tax	375,000	500,341
Grant income	86,301	13,147
Start-up NY	25,375	0
Event income	3,752	43,895
	490,428	832,042
EXPENSES:		
Contractual expenses:		
Legal	48,328	32,204
	48,328	32,204
General and operating expenses:		
Computer expense	11,253	0
Depreciation	1,301	1,302
Dues and memberships	8,853	2,880
Employee benefits	46,363	70,470
Insurance	9,342	10,333
Marketing	7,538	88,757
Miscellaneous	5,222	22,137
Office furniture	0	4,385
Office supplies	5,555	4,313
Payroll service	3,816	4,533
Payroll taxes	14,553	26,293
Professional development	584	0
Program expenses	16,119	127,294
Rent	37,635	37,405
Salaries	258,731	371,854
Start-up NY	25,375	0
Travel	5,892	14,774
Utilities	2,631	4,909
	460,763	791,639
	509,091	823,843
Change in net assets	(18,663)	8,199
Net assets - beginning of year	71,867	63,668
Net assets - end of year	\$ 53,204	\$ 71,867

See accompanying notes and independent auditors' report.

SARATOGA COUNTY PROSPERITY PARTNERSHIP, INC.
(A Component Unit of the County of Saratoga, New York)

STATEMENTS OF FUNCTIONAL EXPENSES

YEARS ENDED DECEMBER 31, 2020 AND 2019

	2020		
	Program	Management and General	Total
Legal	\$ 0	\$ 48,328	\$ 48,328
Computer expense	5,886	5,367	11,253
Depreciation	0	1,301	1,301
Dues and memberships	8,853	0	8,853
Employee benefits	29,209	17,154	46,363
Insurance	0	9,342	9,342
Marketing	6,141	1,552	7,693
Miscellaneous	0	5,067	5,067
Office supplies	0	5,555	5,555
Payroll service	0	3,816	3,816
Payroll taxes	9,168	5,385	14,553
Professional development	0	584	584
Program expenses	16,119	0	16,119
Rent	12,420	25,215	37,635
Salaries	163,001	95,730	258,731
Start-up NY	25,375	0	25,375
Travel	3,712	2,180	5,892
Utilities	132	2,499	2,631
TOTALS	\$ 280,016	\$ 229,075	\$ 509,091

	2019		
	Program	Management and General	Total
Legal	\$ 0	\$ 32,204	\$ 32,204
Depreciation	0	1,302	1,302
Dues and memberships	2,880	0	2,880
Employee benefits	42,705	27,765	70,470
Insurance	0	10,333	10,333
Marketing	72,954	15,803	88,757
Miscellaneous	0	22,137	22,137
Office furniture	0	4,385	4,385
Office supplies	0	4,313	4,313
Payroll service	0	4,533	4,533
Payroll taxes	15,934	10,359	26,293
Program expenses	127,294	0	127,294
Rent	12,344	25,061	37,405
Salaries	225,344	146,510	371,854
Travel	8,953	5,821	14,774
Utilities	245	4,664	4,909
TOTALS	\$ 508,653	\$ 315,190	\$ 823,843

See accompanying notes and independent auditors' report.

SARATOGA COUNTY PROSPERITY PARTNERSHIP, INC.
(A Component Unit of the County of Saratoga, New York)

STATEMENTS OF CASH FLOWS

YEARS ENDED DECEMBER 31, 2020 AND 2019

	<u>2020</u>	<u>2019</u>
CASH FLOWS FROM OPERATING ACTIVITIES:		
Changes in net assets	\$ (18,663)	\$ 8,199
Adjustments to reconcile changes in net assets to net cash (used) by operating activities:		
Depreciation	1,301	1,302
(Increase) decrease in:		
Accounts receivable	7,031	12,519
Prepaid expenses	13,476	(13,703)
Increase (decrease) in:		
Accounts payable	(15,596)	(3,235)
Accrued expenses	(2,810)	(11,398)
Deferred revenue	3,000	2,500
	(12,261)	(3,816)
Net cash (used) by operating activities	(12,261)	(3,816)
NET (DECREASE) IN CASH AND CASH EQUIVALENTS	(12,261)	(3,816)
CASH AND CASH EQUIVALENTS - BEGINNING	53,865	57,681
CASH AND CASH EQUIVALENTS - ENDING	\$ 41,604	\$ 53,865

See accompanying notes and independent auditors' report.

SARATOGA COUNTY PROSPERITY PARTNERSHIP, INC.
(A Component Unit of the County of Saratoga, New York)

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2020 AND 2019

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities

The Saratoga County Prosperity Partnership, Inc. (the Partnership), is a special purpose local development corporation organized under the Not-For-Profit Corporation Law of the State of New York. The Partnership is an instrumentality of, but separate and apart from, the County of Saratoga, New York (the County). Although legally separate from the County, the Partnership is a component unit of the County and, accordingly, is included in the County's financial statements as a discretely presented component unit.

The Partnership's mission is to publicize and promote the advantages of the County and the Region as a place where employers and entrepreneurs can successfully locate new and expanded operations. The Partnership, through its promotional program, shall attract and encourage prospective employers in a wide range of economic activity, including but not limited to manufacturing, agri-business, education, clean and renewable energy production and technology, business services, international trade, high-tech and broadband services and infrastructure, information technology, research, and tourism to locate to or expand within the County.

Basis of Accounting and Presentation

The financial statements have been prepared on the accrual basis of accounting in accordance with generally accepted accounting principles.

Net assets and revenues, and gains and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, the net assets of the Partnership and changes therein are classified as follows:

Net assets without donor restrictions – Net assets that are not subject to imposed restrictions and may be expended for any purpose in performing the primary objectives of the Partnership. The Partnership's Board of Directors may designate assets without restrictions for specific operational purposes from time to time.

Net assets with donor restrictions – Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by the actions of the Partnership or by the passage of time. Other donor restrictions are perpetual in nature whereby the donor has stipulated that the funds be maintained in perpetuity. The Partnership had no net assets with donor restriction as of December 31, 2020 and 2019.

Financial Statement Presentation

The financial statements are presented in accordance with *Not-for-Profit Entities* (FASB ASC), which requires the Partnership to report information regarding its financial position and activities according to two classes of net assets: net assets without donor restriction and net assets with donor restriction.

Cash and Cash Equivalents

Cash equivalents consist of highly liquid investments with an initial maturity of three months or less, or which are redeemable on demand. Fair value approximates carrying amounts.

SARATOGA COUNTY PROSPERITY PARTNERSHIP, INC.
(A Component Unit of the County of Saratoga, New York)

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2020 AND 2019

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (CONTINUED)

Revenue Recognition

The Partnership adopted ASC Topic 606, *Revenue from Contracts with Customers*, on January 1, 2019. The Partnership's financial results for reporting periods beginning January 1, 2019, are presented under the new accounting standard. Based on the manner in which the Partnership historically recognized revenue, the adoption of ASC 606 did not have a material impact on the amount or timing of its revenue recognition and the Partnership recognized no cumulative effect adjustment upon adoption.

County Revenue: The Partnership has a contract with the County of Saratoga to provide economic development. As per the contract, the Partnership is allotted 50% of the county occupancy tax receipts. The full year occupancy tax amount is estimated by the County at the beginning of the year and provided to the Partnership in advance of the County's collection of funds. Additional funds may also be provided to the Partnership from the County General fund. The additional General Fund amount is determined by the County and provided in full at the beginning of the year. At year end, reconciliation is completed and any unused General Fund balance is returned to the County at a rate of 50%. The Partnership recognizes revenue after the year end reconciliation has been performed.

Event Income: The Partnership records event revenue when the event takes place, which satisfies the performance obligation.

Grant Revenue: The Partnership receives small grants from time to time and recognizes revenue as it meets the grant terms and requests draw downs.

Accounts Receivable

The Partnership does not maintain any allowance for estimated uncollectible accounts. It is management's opinion that all receivables are collectible.

Income Taxes

Saratoga County Prosperity Partnership, Inc., is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code and, therefore, has made no provisions for taxes in the accompanying financial statements. The Partnership has been classified as a publicly supported organization that is not a private foundation under Section 509(a) of the Code.

Uncertain Tax Positions

The Partnership files information returns in its U.S. federal jurisdiction and New York State. The Partnership's returns for its years ended December 31, 2020, 2019 and 2018, are subject to U.S. federal and New York State examination.

The Partnership follows the provision of uncertain tax positions as addressed in FASB ASC 740. The Partnership has been granted tax exempt status as a nonprofit organization, which management believes would be accepted upon examination by the taxing authorities. Management has determined that it currently has no other uncertain tax positions to report for the year ended December 31, 2020.

SARATOGA COUNTY PROSPERITY PARTNERSHIP, INC.
(A Component Unit of the County of Saratoga, New York)

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2020 AND 2019

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (CONTINUED)

Functional Expenses

The cost of providing certain activities of the Partnership have been summarized on a functional basis in the statement of functional expenses. Certain categories of expenses are attributable to the operation of the Partnership and administrative support. These expenses include rent, utilities, salaries, payroll taxes and other benefits. Rent and utilities have been allocated based on a square footage basis. Other expenses are allocated based on estimates of time and effort.

Advertising Costs

The Partnership's policy is to expense advertising costs in the period in which incurred. Advertising expense for the years ended December 31, 2020 and 2019 was \$7,538 and \$88,757, respectively.

Estimates

The preparation of financial statements in accordance with generally accepted accounting principles requires the use of management's estimates. Accordingly, actual results could differ from those estimates.

Property and Equipment

Property and equipment are recorded at cost when purchased. Property and equipment, with an original cost of \$1,000 or greater, are capitalized when purchased. Repairs and maintenance are expensed and betterments that extend the life or capacity of the asset are capitalized. Depreciation is recorded on the straight-line basis. The useful life used to depreciate assets are as follows:

Leasehold Improvements	10 years
Equipment	5 years
Furniture/Fixtures	7 years

NOTE 2 – DUE (TO) FROM THE COUNTY OF SARATOGA

The Partnership receives a contract each year from the County; 50% of all unused general fund monies must be returned at the end of the year. In 2020 and 2019, the County appropriated \$-0- and \$274,659, respectively, to the Partnership. The Partnership owed \$-0- as of December 31, 2020 and 2019.

NOTE 3 – RELATED PARTY TRANSACTIONS

A prior board member is an officer of the financial institution that the Partnership utilizes. The Partnership received the Paycheck Protection Program Loan (PPP) from this same institution, see Note 6.

A prior board member is the owner of a company that is the custodian of the Partnership's 401k retirement plan. The Partnership contributed \$13,706 and \$17,980 to the plan during the years ended December 31, 2020 and 2019, respectively.

SARATOGA COUNTY PROSPERITY PARTNERSHIP, INC.
(A Component Unit of the County of Saratoga, New York)

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2020 AND 2019

NOTE 4 – LEASE COMMITMENTS

The Partnership rents office space in Malta, New York under a lease agreement that ended on January 31, 2020. Subsequent to January 31, 2020, the Partnership maintained a month to month lease through December 31, 2020.

Rent expense totaled \$37,635 and \$37,405 for the years ending December 31, 2020 and 2019, respectively.

NOTE 5 – LIQUIDITY

The Partnership has a policy of consistently monitoring cash flow and liquidity to confirm it is able to meet operating and contractual commitments. With over 90% of revenue being received at the beginning of the year there is a strong awareness of monthly overhead expenses and cash needs. The Partnership is prudent in spending and tracks it to the budget on a monthly basis.

The Partnership maintains sufficient operating cash on hand to support its operations. There are no restrictions on its operating cash account, therefore at December 31, 2020, the Partnership had \$41,604 of cash on hand to meet general expenditures within one year. The Partnership has the following financial assets that could readily be made available within one year of the balance sheet to fund expenses without limitations:

	<u>2020</u>	<u>2019</u>
Cash and cash equivalents	\$ 41,604	\$ 53,865
Accounts receivable	0	7,031
	<u>\$ 41,604</u>	<u>\$ 60,896</u>

NOTE 6 – PAYCHECK PROTECTION PROGRAM LOAN (PPP)

The Partnership obtained a PPP loan on April 17, 2020, in the amount of \$81,804. This loan is part of the Coronavirus Aid, Relief and Economic Security (CARES) Act, which is intended to provide fast and direct economic assistance for American workers, families, and small businesses, and to help preserve jobs for American industries. These loans have the potential to be forgiven if the proceeds are used for qualifying expenses, and other provisions are met during the covered period, which can be up to 24 weeks from the PPP loan disbursement date. The qualifying expenses are payroll, which include health insurance and retirement benefits. Other qualifying expenses are rent, utilities, and mortgage interest. At least 60% of the costs need to be spent on payroll and payroll-related expenses and no more than 40% on the other costs. The Partnership applied for and received full forgiveness of the loan and has recorded the forgiven amount as grant income.

NOTE 7 – START-UP NY PROGRAM LEASEBACK AGREEMENT

The Partnership entered into a leaseback agreement with G&G LED, LLC. This agreement consists of a monthly rent payment of \$3,625, which G&G LED, LLC will pay to the Partnership which is then submitted by the Partnership to the landlord. The lease will terminate on December 31, 2021.

NOTE 8 – SUBSEQUENT EVENTS

The Partnership has evaluated subsequent events through the issuance date of the financial statements. On March 11, 2020, the World Health Organization declared the outbreak of Coronavirus (COVID-19) a pandemic. As a result, economic uncertainties have arisen which may impact future net income. However, any potential impact is unknown at this time. No other subsequent events were considered material to the issued financial statements.



**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON
AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Directors
Saratoga County Prosperity Partnership, Inc.
Malta, New York

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Saratoga County Prosperity Partnership, Inc., as of and for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise Saratoga County Prosperity Partnership, Inc.'s basic financial statements, and have issued our report thereon dated March 22, 2021.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Saratoga County Prosperity Partnership, Inc.'s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Saratoga County Prosperity Partnership, Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of Saratoga County Prosperity Partnership, Inc.'s internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Saratoga County Prosperity Partnership, Inc.'s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

WEST & COMPANY CPA PC

Saratoga Springs, New York
March 22, 2021



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office
Stephanie Hodgson, Director of Finance

FROM: Saratoga County Prosperity Partnership

DATE: 11/3/21

RE: Approving Econ Dev. Grant Project - Town of Charlton

COMMITTEE: Economic Development

1. Is a Resolution Required: YES or NO
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)
2. Is a Budget Amendment needed: YES or NO
(If yes, budget lines and impact must be provided)
3. Are there Amendments to the Compensation Schedule: YES or NO
(If yes, provide details)
4. Specific details on what the resolution will authorize:
Seeking committee approval for the Town of Charlton's 2021 economic development grant fund application
5. Does this item require hiring a Vendors/Contractors: YES or NO
 - a. Were bids/proposals solicited:
 - b. Is the vendor/contractor a sole source:
 - c. Commencement date of contract term:
 - d. Termination of contract date:
 - e. Contract renewal and term:
 - f. Contact information:
 - g. Is the vendor/contractor an LLS, PLLC or partnership:
 - h. State of vendor/contractor organization:
 - i. Is this a renewal agreement: YES or NO
 - j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)
- What were the terms of the prior resolution
 - Are the terms changing:
 - What is the reason for the change in terms:
7. Is a new position being created: YES or NO
- Effective date
 - Salary and grade
8. Is a new employee being hired: YES or NO
- Effective date of employment
 - Salary and grade
 - Appointed position:
 - Term:
9. Is a grant being accepted: YES or NO
- Source of grant funding:
 - Amount of grant:
 - Purpose grant will be used for:
 - Equipment and/or services being purchased with the grant:
 - Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):
Econ. Dev. Fund Application form attached



**Saratoga County Economic Development Committee
Economic Development Fund Application**

Date 11-3-21

Applicant Information

Town/City Town of Charlton, NY

Address 758 Charlton Rd., Charlton, NY 12019

Contact person (if other than Supervisor) _____

Grant Information

Project Name Charlton Community Center Modernization

Amount of grant request (max request \$7,100K) \$7,100.00

How will funds be used - We need professional engineering, architecture and design services to determine improvements necessary to expand the use of our Community Center.

Estimated project start date: November 2021 Est. project completion: 2022-2023 (ongoing)

How does project align with the economic development objectives in your community?
The 150 year old town community center needs improvements to expand its use within our community. The center is currently used by the YMCA, the Charlton Seniors and 4-H, and we hope these services will help us choose improvements that will entice further economic development and additional usage as well as preservation of this historic landmark within our town thus making the building an attractive and safe destination for future community use.

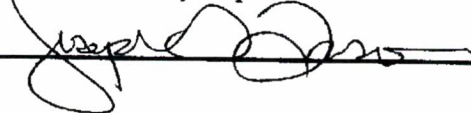
What are the project deliverables?

The engineering study/report will serve as a mechanism to determine necessary upgrades and improvements needed to make the Community center a destination which promotes community involvement and business within the Town of Charlton and makes the center more attractive for future use.

How will you measure results (ex: new jobs or investment) _____

Our goal is to invest in our infrastructure which will then bring more community involvement, patronage to our town business's, housing and jobs to our communities as well as preserving the historic value of our town building.

Signature of Town/City Supervisor



Saratoga County Economic Development Committee
2020 Economic Development Grant Program
 Submitted and Approved by ED Committee 6.10.2020, 8.12.2000, and 9.9.2020
 Prepared by: Saratoga County Prosperity Partnership

GRANT INFORMATION								
Community	Project Name	Purpose of Grant	Estimated Project Start Date	Estimated Project Completion	Amount Requested	Application Submitted	Reimbursement Request	
Ballston	Targeted Comprehensive Plan and Zoning Update	Professional planning services for public engagement, comprehensive plan analysis and update and zoning update. An updated comprehensive plan and zoning laws, followed by GEIS, will enable the Town to make informed and sound decisions regarding land-use plans and direct commercial and residential development to areas that can sustain traffic impacts, public utility needs, while maintaining co-existence with agricultural operations and open space.	1-Apr-20	1-Apr-21	\$7,100	12-Mar-20	5.11.2021	
Charlton	Plan to Extend Broadband	Funds will be used to plan out how to extend broadband service in community. This Project will help home-based businesses who rely on broadband in order to function. Broadband access to community members is important, especially in the age of COVID-19. Both adults and children need broadband to complete school tasks, work remotely, access telehealth networks, and other basic necessities. Access to broadband is one of New York State's Regional Economic Development Council's economic development priorities. The Project's results will be measured by having a plan showing how broadband can be expanded in Town and by an increase in home-based businesses.	TBD	TBD	\$7,100	9/8/2020		
Clifton Park	Western Clifton Park Land Conservation Plan + Generic Environmental Impact Statement Update	Evaluate build-out scenario status for the Western Clifton Park GEIS Area, Update mitigation cost schedule, Update the Use of Open Space Funds, Update Land Conservations Plan Mapping within Western Clifton Park GEIS Area	1-Mar-20	1-Oct-20	\$7,100	2-Mar-20	5.28.21	
Corinth	4 Town Economic Development Plan for Saratoga County Inside Blue Line	Funds will be used to develop strategies for marketing and branding Saratoga County that is located inside Adirondack Park. The Project will promote and market area and will be measured by the number of new people and businesses in the region.	Sep-20	2021	\$7,100	9/4/2020		
Day	4 Town Economic Development Plan for Saratoga County Inside Blue Line	Funds will be used to develop a plan for Saratoga County in the the Adirondacks. The Project will develop strategies for marketing and branding Saratoga County inside the Adirondack Park. The Project's results will be measured by the number of new faces in the region.	Sep-20	2021	\$3,000	9/2/2020	3.5.21	
Edinburgh	4 Town Economic Development Plan (Northern Towns and much of it within Adirondack Park)	Funds will be used to gather data to develop plan for region. The Project will help identify economic objectives and strategies to achieve those objectives. It will also identify obstacles that APA rule and regulations hamper economic opportunities.	2020	2022	\$3,000	9/1/2020	2.18.21	
Galway	Proposed Galway Senior Housing	There is a very active Senior Community in Galway and they have expressed a desire to find affordable Senior Housing with the Town. However there is a lack of utilities which is an obstacle to finding the best possible site. This grant will allow the Town to engage an engineer to help determine the most appropriate site.	1-Jul-20	Unknown	\$7,100	1-Jun-20	9.23.21	
Greenfield	Greenfield Business Boost	We would like to spend the entire proceeds of our grant with Saratoga Today Newspaper. They will run (2) two page center spreads in Saratoga TODAY and a ten week skybox ad as well. They will also provide us with a graphic designer who will design the ad with Dan and I. Spending the money this way will enable us to provide twice as much exposure for our businesses in the Town of Greenfield.	1-May-20	1-Dec-20	\$7,100	25-Mar-20	12.2.20	
Hadley 1.0	Economic Development Plan for Saratoga County inside the Blue Line	To develop strategies for marketing and branding Saratoga County inside the Adirondack Park Blue Line (Towns of Hadley, Day, Edinburgh, Corinth, and Providence). A plan to promote and market the region. Results will be measured by the number of new faces in the region.	1-Aug-20	13-Jul-05	\$3,000	9-Jul-20	3.11.21	
Hadley 2.0	Historic Walking and Windshield Tour	To develop maps + marketing for tours. Hadley depends on tourism and this project will bring people to Hadley. Deliverables will be maps and marketing to promote Hadley's history. Results will be measured by increases in patronage to Hadley businesses.	1-Aug-20		\$1,750	9-Jul-20	3.11.21	
Hadley 2.1	Historic Walking and Windshield Tour	To develop maps + marketing for tours. Hadley depends on tourism and this project will bring people to Hadley. Deliverables will be maps and marketing to promote Hadley's history. Results will be measured by increases in patronage to Hadley businesses.	1-Aug-20		\$1,750	9-Jul-20	12.1.21	
Halfmoon	Traffic Improvement Study	The funds will be used to assist in defraying the costs associated with a Traffic Study/Traffic Improvement Plan for the intersections of NYS Route 9 with Guideboard Road and NYS Route 236 together with the intersection of NYS Route 236 and Guideboard Road. The goal is to improve the traffic flow in that area to improve access to the businesses located in that corridor. The results will be measured by the decreased delay in time spent traversing these intersections which will, in turn, increase the public's interest in utilizing the businesses in this area without fear of traffic congestion.	2-Jan-20	30-Jul-20	\$7,100	22-Jun-20	10.6.20	
Malta	Strategic Infrastructure Plan + Cost Feasibility Study Services for Water and Sewer Infrastructure	The Town of Malta is proposing to undertake the preparation of a water and sewer strategic infrastructure plan and cost feasibility study for the Town's commercial corridors to enhance economic development. Matching contribution towards \$37,500 grant from NYS Empire Devlp.: Total project budget \$75,000 for consulting services	1-Apr-20	1-Mar-21	\$7,100	20-Feb-20	5.18.21	
Mechanicville	South Main St. bathrooms and Central Ave. corridor	The bathrooms on South Main St or on the Empire State Trail. The Banner and flags will dress the Main corridor of the City. Over the past 14 years, the City has been working on infrastructure upgrades. This application will help to increase the "above ground" appearance and success of the City's Main Business district. The goal is to fill open vacancies which will create more jobs and investment in the City.	15-Apr-20	15-May-20	\$7,100	12-Mar-20	1.15.21	
Milton	Route 50 Transition Plan	Funds will be used to cover a portion of the cost that will study the impact of a proposed development involving mixed use. The study will look at pedestrian, bicycle and motorized traffic as well as infrastructure currently in place and what might be needed going forward. Project deliverables include 1) Data on what the impact will be on the current infrastructure 2) What, if any, future cost to upgrade the infrastructure to support this development 3) What possible safety issues may come about due to anticipated increases in both pedestrian and motorized traffic. Results will be tracked in two ways: 1) Tracking new business filings in that area and the resulting creation of new jobs and 2) Job creation in surrounding businesses.	ASAP	Sixty (60) days after start	\$7,100	25-Jun-20		

Moreau	Town Water Capacity	The Town of Moreau is seeking to increase its water capacity to benefit its commercial district. In 2019, Moreau's combined 30-day average water withdrawal from its two water sources was almost 1.1 M gallons per day (GPD). With current supply commitments totaling 1.35 M GPD, it is unlikely that existing capacity will be able to meet the demands of current and future development within the Town of Moreau. This project's completion will provide more available water usage/capacity for Moreau businesses and residents. Results can be measured by comparing increasing water usage within the Town of Moreau against both the old capacity limit and the new capacity limit upon project completion.	15-Jul-20	30-Aug-20	\$7,100	19-Jun-20	5.12.21
Northumberland	Plan to Extend Broadband	Funds will be used to plan out how to extend broadband service in community. This Project will help home-based businesses who rely on broadband in order to function. Broadband access to community members is important, especially in the age of COVID-19. Both adults and children need broadband to complete school tasks, work remotely, access telehealth networks, and other basic necessities. Access to broadband is one of New York State's Regional Economic Development Council's economic development priorities. The Project's results will be measured by having a plan showing how broadband can be expanded in Town and by an increase in home-based businesses.	TBD	TBD	\$7,100	9/8/2020	
Providence	Landfill/Transfer Station Upgrade	Creating community economic development plans to update current landfill/transfer station system. Project deliverables: To Provide economic growth to current landfill/transfer station system and provide services to taxpayers at a lower cost to the taxpayers.	1-Jan-21	31-Dec-21	\$7,072.98	3-Mar-20	2.2.21
Saratoga	Update Town Comprehensive Plan	Plan to update the 2002 Town Comprehensive Plan to reflect the changes that have occurred in the Town and County and promote and encourage the development and growth of the types that the Town wants in the areas that they want them in. Total Project cost estimated at \$20K.	1-Jun-20	31-May-21	\$7,100	20-Mar-20	12.1.21
Saratoga Springs	CDBG Economic Development Loan matching Funds	The funds will be used to support CDBG funded economic development loans under Saratoga Springs' current Economic Development Loan Program. The City of Saratoga Springs established the "Economic Development Revolving Loan Program" to stimulate job creation for residents of low-and moderate-income. The Loan Program helps to subsidize these job opportunities by offering low interest loans and/or loan guarantees to businesses physically located within the City of Saratoga Springs. The Loan Program originally funded by a HUD grant is administered locally by the City's Office of Community Development and all applicants must agree to federal program requirements. The City's intent is to make loans to eligible businesses to promote job creation for LMI residents. New loans are issued as funds become available from repayment of prior loans. For every \$25,000 loaned through this program, one full time position must be created for a LMI job seeker, filled and retained for a period of at least 3 years.	30-Jun-20	31-Dec-20	\$7,100	3-Apr-20	1.10.21
Stillwater	Business Development for Luther Forest Technology Campus Planned Development District	The Town will contract, with the Saratoga County Prosperity Partnership, to develop a marketing strategy to boost economic development throughout the Town and target specific areas such as Luther Forest Technology Campus (LFTC) PDD. This strategy will include contributing to the Saratoga County Prosperity Partnership initiatives to further the development of LFTC business opportunities. Project deliverables include a solid workable strategy to entice business development through the use of multi-media or other suggested ideas. Stillwater struggles with business development as a whole, and certainly, any attraction to the LFTC site would be a big boom to the community. This initiative will help Stillwater continue their strides to attract business by following a solid business strategy for development. Results will be initiated projects to the Planning Department, property sales, business contacts, increased tax revenues, and added jobs.	1-Sep-20	1-Dec-20	\$7,100	31-Jul-20	
Waterford	Event Promotion	Funds will be used to subsidize additional promotion and advertising of community events. Waterford features 3 major events at the Harbor Visitors Center each year. These events draw thousands of people to the community, resulting in a significant financial impact for local businesses. Due to COVID-19, Waterford was forced to cancel all events in 2020. The Town is planning to significantly increase their advertising and promotional budgets to help the community successfully relaunch these events in 2021.	5/1/2021	10/1/2021	\$7,100.00	9/4/2020	
Wilton	Repair of leak in bell tower of the Wilton Heritage Museum. (the Museum is a separate organization from the Town of Wilton)	Funds will be used to repair the bell tower at Wilton Heritage Museum. The Town of Wilton is rich in history and this aspect puts Wilton in an optimal position to bring economic advantages to businesses that operate in and near Wilton. Currently, the Wilton Heritage Museum is closed to visitors due to its state of disrepair. When repairs are complete, the Museum will be able to reopen to the public, and the Museum can ensure that the collections and exhibits housed in the Museum are well-preserved. Visits to the museum are anticipated to increase as nearby Grant Cottage is being considered for designation as an historical landmark. The Museum is a few miles from several Wilton restaurants and visitors to the Museum will be directed to those restaurants. Specific project deliverables are the leak repair, elimination of mildew and mold, repair of crumbling plaster and pest removal and control. The overall deliverable is a Museum that people can enter safely, and where collections and irreplaceable artifacts can be housed without being damaged by the conditions caused by the leaky bell tower. Increased usage of the Museum space for community events, and increased visitation for viewing historical collections are easily measured, as an attendance log is already maintained. The increase in visits to the Museum can easily be linked to increased spending at nearby eating and recreational establishments.	2021	2021	\$7,100	23-Jul-20	9.1.21

Saratoga County Economic Development Committee
2021 Economic Development Grant Program

Prepared by: Saratoga County Prosperity Partnership

GRANT INFORMATION							
Community	Project Name	Purpose of Grant	Estimated Project Start Date	Estimated Project Completion	Amount Requested	Application Submitted	Reimbursement Request
Ballston	Assist in funding for professional planning services for Town's Comprehensive Plan	This Phase continues the work begun in 2020 (Phase I) to update the Town's comprehensive plan and zoning laws which will enable the town to make informed and sound decisions regarding land-use plans and direct commercial and residential development to areas that can sustain traffic impacts and public utility needs, while maintaining coexistence with agricultural operations and open space.	5.1.21	12.31.21	7,100	5.12.21	
Charlton		the 150 year old town community center needs improvements to expand its use within our community. The center is currently used by the YMCA, the Charlton seniors and 4H, and we hope these services will help us choose improvements that will entice further economic development and additional usage as well as preservation of this historic landmark with the town, thus making the building an attractive and safe destination for future community use. the engineering study/report will serve as a mechanism to determine necessary upgrades and improvements needed to make the community center a destination which promotes community involvement and business within the town of Charlton and makes the center more attractive for future use.	Immediate		7,100	11.3.21	
Clifton Park	Update to Solar Zoning Ordinance and Land Use Regulations	1) Community solar allows property owners to benefit from solar energy, even if they can't put panels on a rooftop and save money on their monthly energy bills. This is consistent with the Town's Comprehensive Plan to reduce service costs for utilities. 2) Community Solar provides an income stream to large landowners and farmers to reduce the likelihood of having to sell off large tracts of land to stay afloat. 3) Farming income can be supplemented with community solar on less desirable agricultural soils present on a parcel. This is consistent with the local comprehensive plan goal to promote the agricultural industry in Clifton Park and keep the farming community a viable option.	5.1.21	8.31.21	7,100	4.1.21 Approve Date 5.5.21	
Corinth	To initiate overall planning and establish feasibility of a transformative economic development project of local and regional significance.	The Town and Village of Corinth have conducted extensive community outreach in the preparation of their respective municipal comprehensive plans. In each instance, the resident's the number one priority has been economic revitalization through redevelopment of the former International Paper (IP) Mill site and the vacant lots at 201 - 209 Main St. which experienced a tragic fire in 2009. The intent of the project for which County funding is sought is to establish a new manufacturing and fabrication center on the IP site for developing businesses from across the Adirondack Park. In addition to being marketed nationally, products and goods from the center would then be sold through a new market center complex and mixed-use building at 201-209 Main Street. The former IP site would be transformed into a state-of-the-art business park including the generation and utilization of on-site renewable hydro-electric power; an on-site job training and vocational center; and a childcare facility. When completed the project will provide: A means for the production of Adirondack-based products from across the Adirondack Park; training and educational enrichment of the local workforce; a center for permanent, enriching employment; and a destination-style outlet for unique products	Immediate	7.21.21	7,100	5.27.21	
Day							
Edinburgh							
Galway							
Greenfield	Greenfield Business Boost Part 2	PROJECT 1: We will expand on the map that we did in 2020 with the funds that were awarded to us through your grant (see attached) and break the map down into the four distinct hamlets of our town -Middle Grove, Porter Corners, Maple Avenue and Greenfield Center enabling us to provide greater detail to each area and add more businesses. We will advertise using Saratoga Today newspaper and hire a graphic designer. PROJECT 2: We will pay for local businesses to participate in the Saratoga County Chamber Trade Show and have a Greenfield booth area (Greenfield Avenue) showing our town and what it has to offer.	ASAP	12.21.21	7,100	5.11.21	12.1.21
Hadley							
Halfmoon							
Malta	Route 9 Mid-Block Crossing Design Services	Pay for professional engineering services of a mid-block crossing north of the Town Hall along Route 9. The Town recently completed a Route 9 Complete Streets Project along Route 9 south of the Route 9 roundabout which included a mid-block crossing to facilitate pedestrian traffic within the downtown corridor. The proposed project would provide the engineering design services in order to establish an additional crossing north of the Town Hall to further promote pedestrian traffic along Route 9 to existing businesses and destination points. The proposed project furthers the goals and concepts identified in the Town's comprehensive master plan and form based code.	1-Jul-21	1-Oct-21	7,100	5.25.21	

Mechanicville	Restrooms for Champlain Canal Region Gateway Visitors Center	Invest in restrooms for the Gateway Hudson Visitors Center in Schuylerville. The Champlain Canal Region Gateway Visitors Center (GVC) is the product of a collaborative effort of non-profit and federal, state and local governments to introduce locals and travelers alike to the historically significant and culturally unique Champlain Canal Region of Lakes to Locks Passage. The GVC is centrally located along the 60-mile path of the Champlain Canal on Route 29/Ferry Street in Schuylerville, NY where it will serve as an orientation point for visitors to explore communities in Rensselaer, Saratoga and Washington Counties. By boat, by car, by bicycle or even by foot, the GVC will direct visitors to the region's cultural, natural, historical and recreational destinations and define the narrative that links these	6.1.21	12.31.21	7,100	5.27.21	
Milton							
Moreau	Fund CDBG Grant Application for Route 9 Sewer Project	The Town of Moreau is undertaking a major sewer project along the commercial corridor of Route 9 near the I-87 Exit 17 Interchange. The project will improve basic infrastructure that will allow for the expansion of development and transform the Route 9 corridor into an economic engine that will provide a long-term economic impact for the Town of Moreau and surrounding areas. The funding will assist in grant writing opportunities to reduce the overall cost of the sewer project.	12-Jan-21	ongoing	7,100	5.26.21	
Northumberland	Amend 2020 Application - Plan to expand broadband. Re-allocate funds to Restrooms for Champlain Canal Region Gateway Visitors Center	Invest in restrooms for the Gateway Hudson Visitors Center in Schuylerville. The Champlain Canal Region Gateway Visitors Center (GVC) is the product of a collaborative effort of non-profit and federal, state and local governments to introduce locals and travelers alike to the historically significant and culturally unique Champlain Canal Region of Lakes to Locks Passage. The GVC is centrally located along the 60-mile path of the Champlain Canal on Route 29/Ferry Street in Schuylerville, NY where it will serve as an orientation point for visitors to explore communities in Rensselaer, Saratoga and Washington Counties. By boat, by car, by bicycle or even by foot, the GVC will direct visitors to the region's cultural, natural, historical and recreational destinations and define the narrative that links these destinations together.	6.1.21	12.31.21	7,100		
Providence	Landfill/Transfer Station Upgrade	The Landfill/Transfer station upgrade will add new growth to the station while providing services to residents at a lower cost.	06.01.21	09.01.21	7,100	5.25.21	
Saratoga	Restrooms for Champlain Canal Region Gateway Visitors Center	Invest in restrooms for the Gateway Hudson Visitors Center in Schuylerville. The Champlain Canal Region Gateway Visitors Center (GVC) is the product of a collaborative effort of non-profit and federal, state and local governments to introduce locals and travelers alike to the historically significant and culturally unique Champlain Canal Region of Lakes to Locks Passage. The GVC is centrally located along the 60-mile path of the Champlain Canal on Route 29/Ferry Street in Schuylerville, NY where it will serve as an orientation point for visitors to explore communities in Rensselaer, Saratoga and Washington Counties. By boat, by car, by bicycle or even by foot, the GVC will direct visitors to the region's cultural, natural, historical and recreational destinations and define the narrative that links these			7,100		
Saratoga Springs							
Stillwater	Restrooms for Champlain Canal Region Gateway Visitors Center	Invest in restrooms for the Gateway Hudson Visitors Center in Schuylerville. The Champlain Canal Region Gateway Visitors Center (GVC) is the product of a collaborative effort of non-profit and federal, state and local governments to introduce locals and travelers alike to the historically significant and culturally unique Champlain Canal Region of Lakes to Locks Passage. The GVC is centrally located along the 60-mile path of the Champlain Canal on Route 29/Ferry Street in Schuylerville, NY where it will serve as an orientation point for visitors to explore communities in Rensselaer, Saratoga and Washington Counties. By boat, by car, by bicycle or even by foot, the GVC will direct visitors to the region's cultural, natural, historical and recreational destinations and define the narrative that links these	06.01.21	12.31.21	7,100		
Waterford							
Wilton	Wilton Floors	the town of wilton seeks to attract commerce at the Ballard rd corridor. Currently, this existing business does not attract much attention from the road as it is hidden behind overgrown brush and signage is poor. In addition the blacktop is in a state of disrepair which makes using the forklift to unload trucks very difficult. this project will deliver increased visibility and better access to the business. with this increased visibility and accessibility, sales rates are expected to grow	7.1.21	8.31.21	7,100	6.23.21	12.1.21



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office
Stephanie Hodgson, Director of Finance

FROM: Saratoga County Prosperity Partnership

DATE: 11/17/21

RE: Drawn Down Request - Town of Greenfield

COMMITTEE: Economic Development

1. Is a Resolution Required: YES or NO
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)
2. Is a Budget Amendment needed: YES or NO
(If yes, budget lines and impact must be provided)
3. Are there Amendments to the Compensation Schedule: YES or NO
(If yes, provide details)
4. Specific details on what the resolution will authorize:
Approving the draw down request in the amount of \$7,000 to the Town of Greenfield for their economic development grant fund project.
5. Does this item require hiring a Vendors/Contractors: YES or NO
 - a. Were bids/proposals solicited:
 - b. Is the vendor/contractor a sole source:
 - c. Commencement date of contract term:
 - d. Termination of contract date:
 - e. Contract renewal and term:
 - f. Contact information:
 - g. Is the vendor/contractor an LLS, PLLC or partnership:
 - h. State of vendor/contractor organization:
 - i. Is this a renewal agreement: YES or NO
 - j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)
- What were the terms of the prior resolution
 - Are the terms changing:
 - What is the reason for the change in terms:
7. Is a new position being created: YES or NO
- Effective date
 - Salary and grade
8. Is a new employee being hired: YES or NO
- Effective date of employment
 - Salary and grade
 - Appointed position:
 - Term:
9. Is a grant being accepted: YES or NO
- Source of grant funding:
 - Amount of grant:
 - Purpose grant will be used for:
 - Equipment and/or services being purchased with the grant:
 - Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):



Saratoga County Economic Development Committee
Economic Development Fund Drawdown Request Form

Date 11-17-2021

Applicant Information

Town/City Town of Greenfield

Grant Information

Project Name Greenfield Business Boost Part 2

Date of project completion 11/30/21

Amount of grant drawdown (\$7,100K or less) \$7000.00

Attached documentation

Receipts and cancelled checks

Saratoga County Voucher

Project outcome narrative

The Town of Greenfield accomplished our goal of increasing awareness of local businesses in our Town. We highlighted 44 businesses on our "Get to Know Us" map and increased exposure by focusing on our 4 separate hamlets of our town: Greenfield Center, Middle Grove, Maple Avenue and Porter Corners. Super happy with the results. (see attached maps)

Signature of Town/City Supervisor

Janet Pennell

Please submit drawdown request form with Saratoga County Voucher, receipts and cancelled checks to: Shelby Schneider at Shelby.schneider@saratogapartnership.org | 518.871.1887 or mail to:

Saratoga County Prosperity Partnership
28 Clinton Street, 2nd Floor
Saratoga Springs, NY 12866



Saratoga County Economic Development Fund 2021 ***How to drawdown funds for completed projects***

In the 2021 Saratoga County budget, \$150,000 was allocated (\$7,100 per town and city) to assist Saratoga County Communities with the funding of economic development projects.

Project grant applications were approved throughout the year by the Saratoga County Economic Development Committee (**See attached**)

In order to draw down the funds for your completed projects, please follow the following procedure.

1. Please submit a **Drawdown Request Form** to Shelby Schneider at the Saratoga County Prosperity Partnership via email or by mail. (**Please see Attached**)
2. Fill out and attach a **County Voucher** (**Please see Attached**)
3. Attach receipts and cancelled checks to the package

Once received, the Saratoga Partnership will send your completed package to the Saratoga County Administrator with a letter from the Saratoga Partnership verifying that the project is complete.

If you have any questions, please feel free to contact **Shelby Schneider** via email Shelby.schneider@saratogapartnership.org or call 518.871.1887.

Matt Rose

mrose@saratogacountyny.gov

11/23 deadline

COUNTY OF SARATOGA
 COUNTY MUNICIPAL CENTER
 BALLSTON SPA NY 12020

VOUCHER

DEPT. County Administrator

Claimant's Name and Address
 Town of Greenfield
 7 Wilton Road
 Greenfield Center, NY 12833

PURCHASE ORDER NO.

VOUCHER NO.

DO NOT WRITE IN THIS BOX

DATE VOUCHER RECEIVED			
FUND APPROPRIATION	AMOUNT	PO Number	
OPEN \$			
CK	JE		
	TOTAL		
Abstract No.			
Vendor's Ref. No.			DP

DATE	QUANTITY	DESCRIPTION OF MATERIALS OR SERVICES	UNIT PRICE	AMOUNT
11/17/2021		Graphic Designer	1000.00	7000.00 0
		Advertising Saratoga Today	\$6000.00	
		5 Double Page Ads		
		1 Magazine Ad		
		Full Year - Ad on Online Paper		
			TOTAL	7000.00 \$

CLAIMANT'S CERTIFICATION

I, Dan Pemrick, certify that the above account in the amount of \$ 7000.00 is true
Claimant must print name above

and correct, that the items, services and disbursements charged were rendered to or for the municipality on the dates stated, that no part has been paid or satisfied, that taxes, from which the municipality is exempt, are not included, and that amount claimed is actually due.

* 11/17/2021 Date [Signature] SIGNATURE Supervisor TITLE

DEPARTMENT APPROVAL

The above services or materials were rendered or furnished to the municipality on the dates stated and the charges are correct.

11/23/2021 [Signature]
 DATE AUTHORIZED COUNTY OFFICIAL

APPROVAL FOR PAYMENT

This claim is approved and ordered paid from the appropriations indicated above.



November 17, 2021

Supervisor Phil Barrett, Chairman
Saratoga County Economic Development Committee
40 McMaster Street
Ballston Spa, NY 12020

Re: Saratoga County Economic Development Fund – Town of Greenfield – Request to Drawdown Funds

Dear Mr. Barrett,

I am writing to confirm that the Town of Greenfield has completed their goal of increasing awareness of their local businesses. The town was able to use this grant funding to contract with a graphic designer and create advertising which was placed in the Saratoga Today newspaper publication. The town was able to highlight 44 different businesses in the “Get to Know Us” map and increased exposure by focusing on their 4 separate hamlets (Greenfield Center, Middle Grove, Maple Avenue, and Porter Corners).

The Town has submitted a receipt for their project and cancelled checks for \$7,000 allocated for their project. (See attached) I recommend approval for the drawdown with the accompanying voucher for \$7,000.

Please feel free to contact me or Town of Greenfield Supervisor Dan Pemrick with any questions.

Sincerely:

A handwritten signature in black ink that reads 'Matthew Rose'.

Matthew Rose, Interim President

CC: Dan Pemrick, Supervisor
Steve Bulger, County Administrator

40338

TOWN OF GREENFIELD
GREENFIELD CENTER, NY 12833
DISBURSEMENT ACCOUNT

Ballston Spa National Bank
GREENFIELD CENTER OFFICE
GREENFIELD CENTER, NY 12833 7
50-467/213



DATE AMOUNT

11/17/2021 \$1,000.00

PAY ONE THOUSAND AND 00/100 DOLLARS

TO THE ORDER OF:

KACIE COTTER-SACALA
14 JUNIPER LANE
SARATOGA SPRINGS, NY 12866

[Handwritten Signature]
AUTHORIZED SIGNATURE

Security Features Details on back

⑈040338⑈ ⑆021304675⑆

ENDORSE HERE

CHECK HERE AFTER MOBILE OR REMOTE DEPOSIT

DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE

DATE

⑈000004480⑈21302884⑈A-T-C-0-1-2⑈

The security features listed below, as well as those not listed, exceed industry guidelines.

Security Features:

Resistible document alterations:

MicroPrint Line
Chemically Sensitive Paper
Security Screen

are printed into the paper, not on top of it.
Saturates paper, not on top of it.
Absorbs ink on back of the paper.

FEDERAL RESERVE BOARD OF GOVERNORS REG-CC



2254 Rt. 50 South
Saratoga Springs,
New York 12866
518-581-2480
VISA

INVOICE

DATE MAILED - 10/15/2021

----- INVOICE TO -----

Town of Greenfield - Park & Recreation
Accounts Payable
7 Wilton Rd.
Greenfield Center, NY 12833

----- ADVERTISER -----

TERMS: Net 30

Town of Greenfield - Park & Recr

1 TEAR SHEET(S) ENCLOSED.
BULK INV. - ALL PUBS

ORDER/INV	CVR/P DT PUB	IO NUMBER	PAGE POS	COLOR	AD SIZE	SPACE TL	PREMIUMS	PROD CHG	TAX	INV TOTAL	DISC	CREDITS	NET DUE
O-107744	11/24/2021	Maple Ave. Saratoga Today	Main	4C	2 Page Sp	1,000.00	0.00	0.00	0.00	1,000.00			1,000.00
O-107745	12/17/2021	Greenfield Saratoga Today	Main	4C	2 Page Sp	1,000.00	0.00	0.00	0.00	1,000.00			1,000.00
O-107746	1/21/2022	Middle Grove Saratoga Today	Main	4C	2 Page Sp	1,000.00	0.00	0.00	0.00	1,000.00			1,000.00
O-107748	1/28/2022	Magazine	ROP	4C	2 Page Sp	2,000.00	0.00	0.00	0.00	2,000.00			2,000.00
O-107747	2/18/2022	Porter Corner Saratoga Today	Main	4C	2 Page Sp	1,000.00	0.00	0.00	0.00	1,000.00			1,000.00

* INVOICE TOTAL: 6,000.00 *

Please send payment to: Saratoga TODAY, 2254 Route 50 South o Saratoga Springs, NY 12866

-----Remittance Advice-----

----- INVOICE TO -----

Town of Greenfield - Park & Recreation
Accounts Payable
7 Wilton Rd.
Greenfield Center, NY 12833

----- ADVERTISER -----

Town of Greenfield - Park & Recr

----- ACCOUNT NUMBER -----

4727

* INVOICE TOTAL: \$6,000.00*

Rebecca Sewell

From: Robin Mitchell <RMitchell@saratogapublishing.com>
Sent: Tuesday, November 16, 2021 1:35 PM
To: Rebecca Sewell
Subject: Voucher

GENERAL FUND VOUCHER
Town of Greenfield
TOWN HALL
GREENFIELD CENTER, NY 12041
PHONE (518) 893-7432

CLAIMANT'S NAME AND ADDRESS
Saratoga Publishing
2015 Route 50 South
Saratoga Springs, NY 12066

DATE: 11/16/21

VENDOR'S NAME AND ADDRESS: Saratoga Publishing

DATE OF INVOICE: 11/16/21

DATE OF PAYMENT: 11/16/21

DESCRIPTION OF MATERIALS OR SERVICES: 5 - 2 Page Ads

QUANTITY	UNIT PRICE	AMOUNT
5	1,200.00	6,000.00

TOTAL: 6,000.00

CLAIMANT'S CERTIFICATION
I hereby certify that the above stated is the amount of services rendered to or by the Town of Greenfield on the date stated, and that no part has been paid or is due to the claimant.

DATE: 11/16/21
SIGNATURE: Rebecca Mitchell
TITLE: Treasurer

DEPARTMENT APPROVAL
I hereby certify that at a meeting of said Town Board held at the office of the Town Clerk on the _____ day of _____, 20____ the within claim was audited and allowed for the sum of \$_____.

AUTHORIZED OFFICIAL: _____
TITLE: Clerk

Sent from my iPhone

40339

TOWN OF GREENFIELD
GREENFIELD CENTER, NY 12833
DISBURSEMENT ACCOUNT

Ballston Spa National Bank
GREENFIELD CENTER OFFICE
GREENFIELD CENTER, NY 12833 7
50-467/213



DATE

AMOUNT

11/17/2021

\$6,000.00

PAY SIX THOUSAND AND 00/100 DOLLARS

TO THE
ORDER
OF:

SARATOGA TODAY
2254 ROUTE 50 SOUTH
SARATOGA SPRINGS, NY 12866

James P. ...
AUTHORIZED SIGNATURE

Security Features Details on Back

⑈040339⑈ ⑆021304675⑆

ENDORSE HERE

FOR DEPOSIT ONLY
Saratoga Publishing

CHECK (5,118) 5841-2480 REMOTE DEPOSIT

DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE
RESERVED FOR FINANCIAL INSTITUTION USE *

ORIGINAL DOCUMENT

The security features listed below, as well as those not listed, exceed industry guidelines.

Security Features:

- Microprint Line
- Results of document alteration:
 - Small type in line appears as dotted line when photocopied
 - Stains or spots may appear with chemical alteration
 - Absence of "Original Document" markings on back of check
- Security Screen

3. Federal Reserve Board of Governors, Reg. CC



Saratoga County Economic Development Committee
Economic Development Fund Application

Date May 11, 2021

Applicant Information

Town/City Town of Greenfield

Address 7 Wilton Road, Greenfield Center, NY 12833

Contact person (if other than Supervisor) Rebecca Sewell, Recreation Director

Grant Information

Project Name Greenfield Business Boost Part 2

Amount of grant request (max request \$7,100K) \$7100

How will funds be used PROJECT 1: We will expand on the map that we did in 2020 with the funds that were awarded to us through your grant (see attached) and break the map down into the four distinct hamlets of our town – Middle Grove, Porter Corners, Maple Avenue and Greenfield Center – enabling us to provide greater detail to each area and add more businesses. We will advertise using Saratoga Today newspaper and hire a graphic designer. PROJECT 2: We will pay for local businesses to participate in the Saratoga County Chamber Trade Show and have a Greenfield booth area (Greenfield Avenue) showing our town and what it has to offer.

Estimated project start date ASAP Estimated project completion 12/2021

How does project align with the economic development objectives in your community?
PROJECT 1: The Greenfield Discovery Map brought awareness to what Greenfield has to offer in 2020. It was a huge success. By continueing to promote the map and creatively marketing it in different ways will allow us to continue to increase economic development in our town. Several new businesses have asked to be included in the second version of our map. The additional space will allow that to happen.

PROJECT 2: Trade Show – a portion of these funds will be used to increase awareness of local businesses within our town and improve personal contact by making it possible for 12 – 15 companies to participate in the annual Chamber of Commerce local business convention in the Fall 2021.

What are the project deliverables? Number of participants, advertising in Saratoga Today weekly paper, increase number of participants, community awareness, press clippings, social media posts.

How will you measure results (ex: new jobs or investment) Feedback from participants, increase in business contacts, customers, money generated, completed project., social media feedback.

Signature of Town/City Supervisor

Janice Linnick, Supervisor



Cornell's AUTO PARTS
EST. 1958
FAMILY OWNED

cornellisusedautoparts.com
518-893-0151
62 South Greenfield Rd.
Greenfield Center, NY

EST. 2014
FOSSIL STONE FARMS
WINE | VINEYARDS | HORSES | EVENTS

331 GRANGE RD. GREENFIELD CENTER
fossilstonefarms.com
Follow us @fossilstonefarms

FIERRO'S PIZZERIA

518-893-3333
FIERROSPIZZA.COM

GREENFIELD'S FOREVER

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CONSTRUCTION CO. LLC

Proudly Greenfield
Owned and Operated
www.CartierConstructionCo.com

Grab and Go!

Stewart's Shops is Your
Grab and Go Shop for
Coffee, Beverages, Snacks,
Subs & Sandwiches, Prepared Foods
and don't forget the ICE CREAM!

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Not Squeezed

Handmade Hot Fudge
No preservatives
Just 8 simple ingredients
Ice Cream
Taste Great.

Grab a spoon
and dig in!

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Greenfield Wine & Liquor

Wine Rewards Club
10% Case Discounts

2534 Route 9N (Stewarts Plaza)
greenfield-wine.com
(518) 893-5045

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Wood Pellets • Coal
Compressed Firewood
Equipment Rental
Landscaping Supply
Trucking Fleet

518-893-2165
208A Rt. 9N, Greenfield Center
MulhollandEnterprises.com

Cote Insurance agency

Call to Quote Today!
518-893-5188

3060 NY-9N
Greenfield Center, NY
savewithcote.com

MULHOLLAND Enterprises

Wood Pellets • Coal
Compressed Firewood
Equipment Rental
Landscaping Supply
Trucking Fleet

518-893-2165
208A Rt. 9N, Greenfield Center
MulhollandEnterprises.com

Adirondack SELF STORAGE

Low Monthly Rates
24 Hour Access | 7 Days a Week

Venue, Storage, Wash & Dry, Shower, Tented
Lighting, Apple-Pee, Handicap - Commercial
boat & RV Storage - Insured - Long Term Storage

13 Miles North of Saratoga
2000 Route 9N, Greenfield Center
518-583-1100

STEWART'S ICECREAM PLANT

VEITCH'S OUTDOOR UNLIMITED

ADIRONDACK SELF STORAGE

Low Monthly Rates
24 Hour Access | 7 Days a Week

Venue, Storage, Wash & Dry, Shower, Tented
Lighting, Apple-Pee, Handicap - Commercial
boat & RV Storage - Insured - Long Term Storage

13 Miles North of Saratoga
2000 Route 9N, Greenfield Center
518-583-1100

WARREN'S ICE CREAM

ADIRONDACK WOOD PRODUCTS

ADIRONDACK SELF STORAGE

CARTIER CONSTRUCTION

SUNDAES BEST HOT FUDGE

GREENFIELD'S FOREVER

GREENFIELD'S FOREVER

GREENFIELD HIGHWAY DEPT.

GREENFIELD ANIMAL HOSPITAL

GREENFIELD ELEMENTARY SCHOOL

POST OFFICE

GREENFIELD COMMUNITY CENTER

GREEN FIELDS LAWN CARE & LANDSCAPING

TWIN LEAF FARMS

FIREHOUSE #1

EMERGENCY MEDICAL SERVICES

COTE INSURANCE

MIVALIK'S SERVICE SHOP

GREENFIELD WINE & LIQUOR

CORNELL'S USED AUTO PARTS

FOSSIL STONE FARMS

STEWART'S SHOP

MULHOLLAND ENTERPRISES

ADIRONDACK SELF STORAGE

ADIRONDACK SELF STORAGE



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office
Stephanie Hodgson, Director of Finance

FROM: Saratoga County Prosperity Partnership

DATE: 11/17/21

RE: Drawn Down Request - Town of Hadley

COMMITTEE: Economic Development

1. Is a Resolution Required: YES or NO
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)
2. Is a Budget Amendment needed: YES or NO
(If yes, budget lines and impact must be provided)
3. Are there Amendments to the Compensation Schedule: YES or NO
(If yes, provide details)
4. Specific details on what the resolution will authorize:
Approving the draw down request in the amount of \$1,750 to the Town of Hadley for their economic development grant fund project.
5. Does this item require hiring a Vendors/Contractors: YES or NO
 - a. Were bids/proposals solicited:
 - b. Is the vendor/contractor a sole source:
 - c. Commencement date of contract term:
 - d. Termination of contract date:
 - e. Contract renewal and term:
 - f. Contact information:
 - g. Is the vendor/contractor an LLS, PLLC or partnership:
 - h. State of vendor/contractor organization:
 - i. Is this a renewal agreement: YES or NO
 - j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)
- What were the terms of the prior resolution
 - Are the terms changing:
 - What is the reason for the change in terms:
7. Is a new position being created: YES or NO
- Effective date
 - Salary and grade
8. Is a new employee being hired: YES or NO
- Effective date of employment
 - Salary and grade
 - Appointed position:
 - Term:
9. Is a grant being accepted: YES or NO
- Source of grant funding:
 - Amount of grant:
 - Purpose grant will be used for:
 - Equipment and/or services being purchased with the grant:
 - Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):



Saratoga County Economic Development Committee
Economic Development Fund Drawdown Request Form

Date 10/28/21

Applicant Information

Town/City Hadley

Grant Information

Project Name Phase II of Walking Tour Map Project

Date of project completion 3/25/21

Amount of grant drawdown (\$7,100K or less) \$1750.00

Attached documentation

Receipts and cancelled checks

Saratoga County Voucher

Project outcome narrative

This was phase II of a project from the
2020 grant cycle. This draw was for marketing
and advertising the walking tour.

Signature of Town/City Supervisor

A handwritten signature in black ink, appearing to be "S. Schneider", written over a horizontal line.

Please submit drawdown request form with Saratoga County Voucher, receipts and cancelled checks to: Shelby Schneider at Shelby.schneider@saratogapartnership.org | 518.871.1887 or mail to Saratoga County Prosperity Partnership, 2911 Route 9, Building 2, Malta, NY 12020



November 17, 2021

Supervisor Phil Barrett, Chairman
Saratoga County Economic Development Committee
40 McMaster Street
Ballston Spa, NY 12020

Re: Saratoga County Economic Development Fund – Town of Hadley – Request to Drawdown Funds

Dear Mr. Barrett,

I am writing to confirm that the Town of Hadley has completed the second phase of their project for the Historic Walking and Windshield Tour. Included was the development of maps and marketing/advertising efforts made to increase patronage at Hadley businesses.

The Town has submitted a receipt for their project and cancelled checks for \$1,750 allocated for their project. (See attached) I recommend approval for drawdown with the accompanying voucher for \$7,100.

Please feel free to contact me or Town of Wilton Supervisor Arthur Wright with any questions.

Sincerely:

A handwritten signature in black ink, appearing to read 'Matthew Rose', written in a cursive style.

Matthew Rose, Interim President

CC: John Lant, Supervisor
Steve Bulger, County Administrator

THE TOWN OF HADLEY
 DISBURSEMENT ACCOUNT
 1 STONY CREEK ROAD
 PO BOX 383
 HADLEY, NY 12886

GLENS FALLS NATIONAL
 90-286213

NUMBER 18410

Eight Hundred Four Dollars and Eighty Eight Cents

DATE 3/12/2021 AMOUNT \$804.88

PAY TO THE ORDER OF
 GLOBAL MONTELLO GROUP CORP
 PO BOX 3373
 BOSTON, MA 02241

Pauline C. Smith
 AUTHORIZED SIGNATURE

#018410# 1021302554#

03/16/2021 18410 \$804.88

THE TOWN OF HADLEY
 DISBURSEMENT ACCOUNT
 1 STONY CREEK ROAD
 PO BOX 383
 HADLEY, NY 12886

GLENS FALLS NATIONAL
 90-286213

NUMBER 18412

Sixty One Dollars and Six Cents

DATE 3/12/2021 AMOUNT \$61.06

PAY TO THE ORDER OF
 MAUN WELDING SUPPLY INC
 5921 COURT STREET ROAD
 SYRACUSE, NY 13206

Pauline C. Smith
 AUTHORIZED SIGNATURE

#018412# 1021302554#

03/18/2021 18412 \$61.06

THE TOWN OF HADLEY
 DISBURSEMENT ACCOUNT
 1 STONY CREEK ROAD
 PO BOX 383
 HADLEY, NY 12886

GLENS FALLS NATIONAL
 90-286213

NUMBER 18411

One Thousand Seven Hundred Fifty Dollars and Zero Cents

DATE 3/12/2021 AMOUNT \$1,750.00

PAY TO THE ORDER OF
 HADLEY-LUZERN HISTORICAL SOCIETY
 P.O. BOX 275
 LAKE LUZERN, NY

Pauline C. Smith
 AUTHORIZED SIGNATURE

#018411# 1021302554#

03/25/2021 18411 \$1,750.00

THE TOWN OF HADLEY
 DISBURSEMENT ACCOUNT
 1 STONY CREEK ROAD
 PO BOX 383
 HADLEY, NY 12886

GLENS FALLS NATIONAL
 90-286213

NUMBER 18413

One Hundred Forty Two Dollars and Eighty Cents

DATE 3/12/2021 AMOUNT \$142.80

PAY TO THE ORDER OF
 JAMES JENKINS
 3663 N SHORE RD
 HADLEY, NY 12835

Pauline C. Smith
 AUTHORIZED SIGNATURE

#018413# 1021302554#

03/15/2021 18413 \$142.80

THE TOWN OF HADLEY
 DISBURSEMENT ACCOUNT
 1 STONY CREEK ROAD
 PO BOX 383
 HADLEY, NY 12886

GLENS FALLS NATIONAL
 90-286213

NUMBER 18414

One Thousand Seven Hundred Fifty Dollars and Zero Cents

DATE 3/12/2021 AMOUNT \$1,750.00

PAY TO THE ORDER OF
 HUDSON RIVER COMMUNITY CU
 112 PARKER COMMUNITY CU
 112 PARKER COMMUNITY CU
 BR 2, TR AS
 BOPD RT:21:315132, Item:10:347481891
 03/24/2021, 10:13:57 (4:00:00) AM
 ACCOUNT:27814003
 MEMORANDUM: POLE-LAKE LUZERN HISTO

Pauline C. Smith
 AUTHORIZED SIGNATURE

#018414# 1021302554#

THE TOWN OF HADLEY
 DISBURSEMENT ACCOUNT
 1 STONY CREEK ROAD
 PO BOX 383
 HADLEY, NY 12886

GLENS FALLS NATIONAL
 90-286213

NUMBER 18415

One Thousand Seven Hundred Fifty Dollars and Zero Cents

DATE 3/12/2021 AMOUNT \$1,750.00

PAY TO THE ORDER OF
 HUDSON RIVER COMMUNITY CU
 112 PARKER COMMUNITY CU
 112 PARKER COMMUNITY CU
 BR 2, TR AS
 BOPD RT:21:315132, Item:10:347481891
 03/24/2021, 10:13:57 (4:00:00) AM
 ACCOUNT:27814003
 MEMORANDUM: POLE-LAKE LUZERN HISTO

Pauline C. Smith
 AUTHORIZED SIGNATURE

#018415# 1021302554#

COUNTY OF SARATOGA
 COUNTY MUNICIPAL CENTER
 BALLSTON SPA NY 12020

VOUCHER

PURCHASE
 ORDER NO.

VOUCHER
 NO.

DO NOT WRITE IN THIS BOX

DEPT.

Name: Town of Hadley
P.O. Box 323
 Address: Hadley, N.Y. 12835

DATE VOUCHER RECEIVED		
FUND APPROPRIATION	AMOUNT	PO Number
OPEN\$		
OK		
	TOAL	
Abstract No.		
Vendor's Ref. No.		DP

DATE	QUANTITY	DESCRIPTION OF MATERIALS OR SERVICES	UNIT PRICE	AMOUNT
10/28/21		2020 Economic Dev. Grant program		\$1750.00
			TOTAL	

CLAIMANT'S CERTIFICATION

Arthur Wright

, certify that the above account in the amount of \$1750.00

Claimant must print name above

and correct. that the items, services and disbursements charged were rendered to or for the municipality on the dates stated, that no part has been paid or satisfied, that taxes, from which the municipality is exempt, are not included, and that amount claimed is actually due.

10/28/21
 Date

SIGNATURE

[Signature]
 Supervisor
 TITLE

DEPARTMENT APPROVAL

The above services or materials were rendered or furnished to the municipality on the dates stated and the charges are correct.

11/20/2021 [Signature]
 DATE AUTHORIZED OFFICIAL

APPROVAL FOR PAYMENT

This claim is approved and ordered paid from the appropriations indicated above.

VOUCHER

**TOWN OF HADLEY, SARATOGA COUNTY, N. Y.
HADLEY, NEW YORK**

(CLAIMANT - DO NOT WRITE IN THIS AREA)

VOUCHER NUMBER 2021-166

DATE VOUCHER RECEIVED 3.11.2021

FUND - APPROPRIATION	AMOUNT
<u>7520.4</u>	<u>1750.00</u>
TOTAL	<u>1750.00</u>
ENTERED ON ABSTRACT NO.	

CLAIMANT'S NAME AND ADDRESS

Hadley Eugene Historical Assoc
52 Main Street
PO Box 275
Lake Luzerne NY 12846

DETAILED INVOICES MAY BE ATTACHED, AND TOTAL ENTERED ON THIS VOUCHER. CERTIFICATION BELOW MUST BE SIGNED.

TERMS _____ PURCHASE ORDER NO. _____

DATE	VENDOR'S INVOICE NO.	QUANTITY	DESCRIPTION OF MATERIALS OR SERVICES	UNIT PRICE	AMOUNT
			<u>As per Invoice</u>		
				TOTAL	

(SEE INSTRUCTIONS ON REVERSE SIDE)

CLAIMANT'S CERTIFICATION

I, _____, certify that the above account in the amount of \$ 1,750.00 is true and correct; that the items, services and disbursements charged were rendered to or for the municipality on the dates stated; that no part has been paid or satisfied; that taxes, from which the municipality is exempt, are not included; and that the amount claimed is actually due.

Pauline Emead Town Clerk.
DATE _____ SIGNATURE _____ TITLE _____

(SPACE BELOW FOR MUNICIPAL USE)

DEPARTMENT APPROVAL

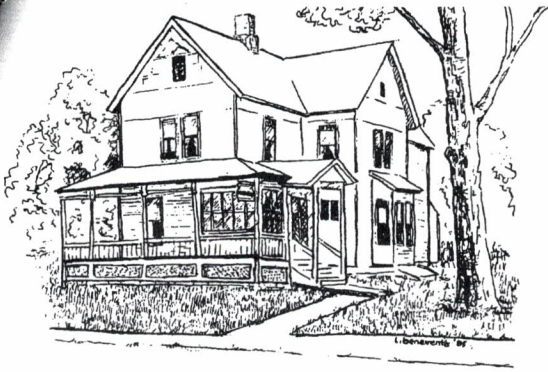
The above services or materials were rendered or furnished to the municipality on the dates stated and the charges are correct.

3/10/21 _____
DATE AUTHORIZED OFFICIAL

APPROVAL FOR PAYMENT

This claim is approved and ordered paid from the appropriations indicated above.

[Signature] _____
[Signature] _____
[Signature] _____
DATE AUDITING BOARD



Hadley-Luzerne Historical Society

52 Main Street

P.O. Box 275

Lake Luzerne

New York 12846

To: Arthur Wright, Hadley Town Supervisor

From: Sally Goodhart, Treasurer-Hadley-Lake Luzerne Historical Society

Re: Invoice

Date: January 14, 2021

ITEM: Contribution of 2020 PR underwriting for the Hadley-Lake Luzerne Historical Society.

One half of the \$3,500 donation funds were utilized to cover cost of graphics and printing production of 5,000 "Walking-Windshield" Maps, to be used for historic tourism development in the community.

(The second half of the \$3,500 commitment made in 2020 is budgeted to be paid in the 1st quarter of 2021, and will go to supporting the Hadley-Lake Luzerne Society Website development.)

DUE: \$1,750.00

From: howard@hsmediamarketing.com
Sent: Friday, March 27, 2020 3:26 PM
To: 'Supervisorwright@townofhadley.org'
Subject: Hadley Town Board/\$3,500 Grant for Historical Society

Supervisor Wright,

Here's hoping you, your family and our Hadley community of friends are staying healthy during this difficult time.

I am following up in providing a breakout for the \$3500 contribution you are making for the Hadley-Lake Luzerne Historical Society's Walking/Windshield Map for the upcoming 2020 summer season. As you know, there are many seasonal residents and property owners returning to the Saratoga/Hadley/Lake Luzerne region who call this region "home".

The walking/windshield tour map may indeed be an important tool for this target community – as well as regular tourists who will come to the area later in the season, for outdoor recreation. Recalling three years following September 11, there was an increase in local tourism when people came to the area instead of making further travel plans; this visitor pattern may repeat itself once the coronavirus has ended.

We are most appreciative of the contributions made by both towns in preserving our heritage for future generations. The breakdown for the total contribution from both Hadley and Lake Luzerne will be:

- a) Hadley-\$3,500
- b) Lake Luzerne-\$2,500

This will total \$6000.00 Your first question may be, "*why is Lake Luzerne contributing less than Hadley?*". The answer is because the Town of Lake Luzerne, on a regular basis, contributes substantially in Bed Tax, in-kind contributions, voluntary services for lawn care/landscaping for the Kinnear, maintenance work for the Gaily Hill School House, and periodic monetary contributions. The total contribution of combined cash and in-kind contributions totals in the range of \$8-10,000.

For the 2020 Walking/Windshield map, the combined total will cover the following:

- a) Stipends for ambassadors based on \$15 per day for ongoing 4-day weekends (Thursday thru Sundays) at the Kinnear Museum of Local History and for walking tour guides, as special events require during the summer visitor season. \$2,750 was budgeted in 2019 for the Ambassador stipends.
- b) The graphic development and printing of 2000 maps for the 2020 season to be locally distributed and via the ambassador program. (You will have approval rights on all printing prior to production).
- c) The on-site map distribution locations include the Kinnear Museum of Local History, Gailey Schoolhouse, Pagenstecher Pulp Mill, Rockwell-Harmon Visitor Center, all of the Hadley-Lake Luzerne Speaker Series programs (6) and the highlighted July and August Hadley Guided Tours departing from Hadley's Smead Park.

Please let me know if you have any concerns or further ideas to incorporate into this plan. We hope to host you at as many of these events as you are able to make!

Thanks,
Howard Schaffer
President
Hadley-Lake Luzerne Historical Society
© 518-209-7485

From: howard@hsmediamarketing.com <howard@hsmediamarketing.com>
Sent: Monday, March 2, 2020 8:52 AM
To: 'Supervisorwright@townofhadley.org' <Supervisorwright@townofhadley.org>; 'Townclerk@townofhadley.org' <Townclerk@townofhadley.org>
Cc: 'Susan Wilder' <suewilder50@icloud.com>; 'ednainhadley@yahoo.com' <ednainhadley@yahoo.com>
Subject: Hadley Town Board/Grant for Walking Tour Map with Historical Society

TO: Supervisor Arthur Wright, Town of Hadley
FROM: Howard Schaffer, President, Hadley-Lake Luzerne Historical Society
RE: Proposal for 2020 Seasonal Participation in Historic Hadley Walking & Windshield Tour Campaign
DATE: March 2, 2020

Thank you for your time in meeting with Sue Wilder and myself on Tuesday 2/24 to discuss the Hadley Town Board's role in promoting the historic attributes of the Hadley-Lake Luzerne region. Together with the Hadley-Lake Luzerne Historical Society, we will undertake the action plan outlined below:

TITLE: Hadley-Lake Luzerne Historic Site Walking/Windshield Tour Map Campaign

OBJECTIVE: To craft a Walking tour map incorporating the Historic landmarks of both Hadley and Lake Luzerne, in coordination with the Hadley-Lake Luzerne Historical Society; objective will be to build awareness of local historic sites via a self-guided walking tour (or "windshield" driving tour). Encouraging the walking aspects will appeal to tourists, hikers, historians and area visitors who will also patronize local businesses at the same time.

BUDGET: \$3,500

METHOD: A custom self-guided map promoting the landmarks of Hadley and Lake Luzerne will be created for the summer season of 2020 (June thru September)

DESCRIPTION: This free custom map, tailored for the Hadley-Lake Luzerne area, will incorporate the regional historic landmarks either having a landmarks sign and/or visual recognition so that these sites will be instantly recognizable for tourists. The piece will be an 11" x 14" size, folded into pocket-size and easily readable in large print. (See this link for sample: www.historicalpine.org/historic_walking_tour.htm)

DIISRIBUTION:

These maps, in a quantity of 2500, will be distributed through multiple area outlets: Through ambassadors, docents, and tourist-site volunteers; local businesses as distribution sites

Funds earned from Hadley/Saratoga County will be utilized to cover payments for ambassador and docent stipends, as well as map graphics and printing.

FOLLOW-UP:

We will need from you the following:

- a) A summary of the nine historic landmarks in Hadley, with each described in a title with a brief 100-word description. Need in-hand by April 15.

- b) A time in which you will be available for our newsletter photo, accompanied by not more than two of your crew who worked on the sign restorations.

The board of the Hadley-Lake Luzerne Historical Society is appreciative to you, the Hadley Town Board and Town Historian Kathy Trackey for your consideration in this most worthwhile program. Please let me know of any further info you may need.

Sincerely,
Howard Schaffer, President
Hadley-Lake Luzerne Historical Society
Contact: © 518-209-7485



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office
Stephanie Hodgson, Director of Finance

FROM: Saratoga County Prosperity Partnership

DATE: 11/17/21

RE: Drawn Down Request - Town of Saratoga

COMMITTEE: Economic Development

1. Is a Resolution Required: YES or NO
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)
2. Is a Budget Amendment needed: YES or NO
(If yes, budget lines and impact must be provided)
3. Are there Amendments to the Compensation Schedule: YES or NO
(If yes, provide details)
4. Specific details on what the resolution will authorize:
Approving the draw down request in the amount of \$7,100 to the Town of Saratoga for their economic development grant fund project.
5. Does this item require hiring a Vendors/Contractors: YES or NO
 - a. Were bids/proposals solicited:
 - b. Is the vendor/contractor a sole source:
 - c. Commencement date of contract term:
 - d. Termination of contract date:
 - e. Contract renewal and term:
 - f. Contact information:
 - g. Is the vendor/contractor an LLS, PLLC or partnership:
 - h. State of vendor/contractor organization:
 - i. Is this a renewal agreement: YES or NO
 - j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)
- What were the terms of the prior resolution
 - Are the terms changing:
 - What is the reason for the change in terms:
7. Is a new position being created: YES or NO
- Effective date
 - Salary and grade
8. Is a new employee being hired: YES or NO
- Effective date of employment
 - Salary and grade
 - Appointed position:
 - Term:
9. Is a grant being accepted: YES or NO
- Source of grant funding:
 - Amount of grant:
 - Purpose grant will be used for:
 - Equipment and/or services being purchased with the grant:
 - Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):



Saratoga County Economic Development Committee
Economic Development Fund Application

Date March 20, 2020

Applicant Information

Town/City Town of Saratoga
Address 12 Spring Street, Schuylerville, NY 12871
Contact person (if other than Supervisor) _____

Grant Information

Project Name Update Town Comprehensive Plan
Amount of grant request (max request \$7,400) \$7,400 Total cost of plan estimated \$20,000
How will funds be used To Hire Consultant and update Plan
Estimated project start date June 1, 2020 Estimated project completion May 31, 2021

How does project align with the economic development objectives in your community?

We plan to update the 2002 Town Comprehensive Plan to reflect the changes that have occurred in the town and county and promote and encourage the development and growth of the types that we want in the areas that we want them in

What are the project deliverables?

A Completed electronic and Paper document including maps, charts, survey & meeting results of the economic development goals and plans for the town

How will you measure results (ex: new jobs or investment)

Upon completion of the plan we will see investment reflected in the development and growth in the town of the types of growth and location of growth that we desire

Signature of Town/City Supervisor

Thomas J. Wood



TOWN of SARATOGA
12 Spring Street
SCHUYLERVILLE, NY 12871

TELEPHONE # (518) 695-3644
FAX # (518) 695-6782

Supervisor
Thomas N. Wood, III

Town Councilmen
James Jennings
Michael McLoughlin
Gary Squires
Ruth Drumm

November 15, 2021

Attached is a voucher and supportive material for the Economic Development Grant that the Town of Saratoga was awarded by the county in 2020. Due to Covid-19 it has taken us longer to complete the project than originally planned.

We thank you in advance for your support of this important project.

Sincerely,

Thomas N. Wood, III
Supervisor



**Saratoga County Economic Development Committee
Economic Development Fund Drawdown Request Form**

Date 11/15/21

Applicant Information

Town/City Saratoga

Grant Information

Project Name

Date of project completion 11/15/21

Amount of grant drawdown (\$7,100K or less) 7,100

Attached documentation

Receipts and cancelled checks

Saratoga County Voucher

Project outcome narrative

An update to the 2002 Town Comprehensive
Plan was completed to reflect the changes
that have occurred in the town/county since
that time

Signature of Town/City Supervisor

per attached letter 11/15/21

Please submit drawdown request form with Saratoga County Voucher, receipts and cancelled checks to: Shelby Schneider at Shelby.schneider@saratogapartnership.org | 518.871.1887 or mail to:

Saratoga County Prosperity Partnership
28 Clinton Street, 2nd Floor
Saratoga Springs, NY 12866

COUNTY OF SARATOGA
COUNTY MUNICIPAL CENTER
BALLSTON SPA NY 12020
VOUCHER

PURCHASE
ORDER NO.

VOUCHER
NO.

DO NOT WRITE IN THIS BOX

DEPT.

Claimant's Name and Address	Town of Saratoga 12 Spring Street Schuylerville, NY 12871
-----------------------------	---

DATE VOUCHER RECEIVED		
FUND APPROPRIATION	AMOUNT	PO Number
OPEN \$		
CK	JE	
	TOTAL	
Abstract No.		
Vendor's Ref. No.		DP

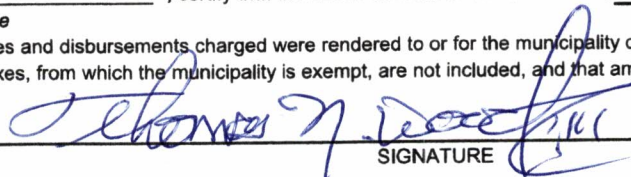
DATE	QUANTITY	DESCRIPTION OF MATERIALS OR SERVICES	UNIT PRICE	AMOUNT
November 15, 2021	1	Completion of Update of Town of Saratoga Comprehensive Plan as awarded in 2020 Economic Development Grant Program	\$7,100.00	\$7,100.00
			TOTAL	\$7,100.00

CLAIMANT'S CERTIFICATION

I, Thomas N. Wood, III, certify that the above account in the amount of \$ 7,100.00 is true

Claimant must print name above
and correct, that the items, services and disbursements charged were rendered to or for the municipality on the dates stated, that no part has been paid or satisfied, that taxes, from which the municipality is exempt, are not included, and that amount claimed is actually due.

November 15, 2021



Supervisor

Date

SIGNATURE

TITLE

DEPARTMENT APPROVAL

The above services or materials were rendered or furnished to the municipality on the dates stated and the charges are correct.

11/23/2021 
DATE AUTHORIZED COUNTY OFFICIAL

APPROVAL FOR PAYMENT

This claim is approved and ordered paid from the appropriations indicated above.

TOWN OF SARATOGA TOWN BOARD

RESOLUTION #21-33 DATE: 02/8/2021

AUTHORIZATION TO ENTER INTO CONTRACT WITH THE LA GROUP – UPDATING COMPREHENSIVE PLAN

**Offered by Councilmember Michael McLoughlin
Seconded by Councilmember Gary Squires**

At the regular meeting of the Town Board of the Town of Saratoga, County of Saratoga, State of New York, held on February 8, 2021, the following resolution was made as indicated above,

WHEREAS the Town Board, of the Town of Saratoga, finds it in the best interest of the Town to update its 2002 Comprehensive Plan; and

WHEREAS, the Town of Saratoga received a \$7,100 grant from Saratoga County to update the Comprehensive Plan; now, therefore be it

RESOLVED, that the Town Board of the Town of Saratoga hereby authorizes the Town Supervisor to enter into contract with the LA Group, for the Town of Saratoga 2021 Comprehensive Plan Update, at a cost not to exceed \$15,000.00.

Resolution adopted by the following vote:

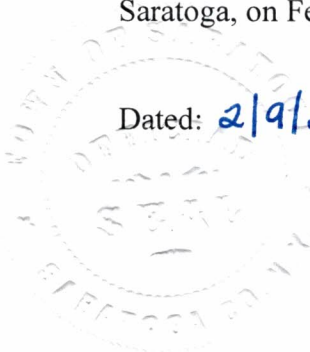
Supervisor Thomas Wood – aye
Councilman Michael McLoughlin – aye
Councilman James Jennings – aye
Councilman Gary Squires - aye
Councilwoman Ruth Drumm - aye

Carried 5 - 0

I, Linda A. McCabe, Town Clerk, Town of Saratoga, do hereby certify that this is a true and exact copy of this original resolution as passed by the Town Board of the Town of Saratoga, on February 8, 2021.

Dated: 2/9/2021


Town Clerk





The LA GROUP

Landscape Architecture & Engineering P.C.

People. Purpose. Place.

40 Long Alley
Saratoga Springs
NY 12866

☎ 518-587-8100
☎ 518-587-0180
www.thelagroup.com

March 16, 2021

Mr. Thomas N. Wood III, Supervisor
Town of Saratoga
12 Spring Street
Schuylerville, NY 12871
(sent by email only)

Re: *Contract for Services*
Update 2003 Comprehensive Plan

Dear Tom:

Enclosed you will find two (2) copies of our contract that detail our agreement regarding the work The LA Group Landscape Architecture and Engineering, P.C. (The LA Group) intends to perform on the Updating the 2003 Comprehensive Plan.

Please review the enclosed contract, sign one copy, and return it to my attention at the address listed on this letterhead or by email to the address listed below. We will begin work on this project as soon as the signed contract is returned.

Thank you for allowing us to be of service on this project. Please feel free to contact me if you have any questions or concerns regarding this matter.

Sincerely,

David M. Miller, RLA, ASLA
Senior Associate Principal
dmiller@thelagroup.com

cc: The LA Group Business Office

AGREEMENT FOR CONSULTANT SERVICES

This Agreement for Consultant Services (hereinafter, "Agreement") is entered into on 02/08/2021 between The LA Group Landscape Architecture and Engineering, P.C., a New York professional corporation with its principal offices located at 40 Long Alley, Saratoga Springs, NY 12866 (hereinafter, "The LA Group") and the Town of Saratoga, 12 Spring Street, Schuylerville, NY 12871 (hereinafter, "Client."). The LA Group and Client are individually referred to herein as a "Party" and collectively referred to herein as "the Parties."

1. Standard Terms and Conditions

This Agreement includes the Standard Terms and Conditions which are attached hereto as "Exhibit A" and incorporated herein by reference, to which the Parties agree to be bound. All capitalized terms in this Agreement shall have the meaning as provided for in Section 1 of the Standard Terms and Conditions or as provided for within the body of this Agreement.

2. Scope of Services

In exchange for the Client's performance of this Agreement, The LA Group agrees to provide those services to Client set forth in the scope of services which is attached hereto and made a part hereof as "Exhibit B" (hereinafter, "Scope of Services.")

3. Commencement Date

Prior to The LA Group being obligated to commence Work under this Agreement, the Client must:

- a) Execute the Agreement and return the same to The LA Group, and
- b) Provide The LA Group with all information required by this Agreement or requested by The LA Group to allow for the commencement of the Work.

If the Client does not complete its obligations as set forth in subsections (a) and (b) of this Section 3 within thirty 45 days of the date set forth above, The LA Group's offer for services shall, on the option of The LA Group, become null and void and The LA Group may otherwise seek to renegotiate the terms and conditions set forth herein.

4. Compensation

A. In consideration of the Work to be provided as described in "Exhibit B" of this Agreement, the Client agrees to compensate The LA Group on a fixed fee basis. The total cost of the services to be provided is \$15,000.

B. Additional Fees: The LA Group's compensation as set forth in Section 4(a) of this Agreement does not include Extra Work (as defined in "Exhibit A"). Extra Work will be separately invoiced by The LA Group to the Client. Revisions or additions to certifications or plans after The LA Group has released the final plans to the Client or the Client's authorized representative will be an additional charge.

- C. **Change Orders:** All Change Orders must be requested by Client or Client's authorized representative to The LA Group's project manager, in writing and must be approved by the project manager in writing and signed in advance of work being performed thereunder. Client agrees to pay for any Extra Work requested in any Change Order signed by the Client or signed by any of Client's authorized representatives. For purposes of this Agreement, the Client represents to The LA Group that any individual or entity lawfully working on the Project is Client's authorized representative for the purpose of requesting Change Orders and the Client agrees to pay The LA Group for all Change Orders requested and signed for by such representatives regardless of the representative's actual authority to request the change. All addenda and Change Orders shall be listed and incorporated in "Exhibit C" to this Agreement.
- D. **Payment Due:** The full amount of any invoice rendered by The LA Group shall be due upon the Client's receipt of the invoice. LA Group reserves the right to stop Work without any consequence or liability therefore should an account balance go beyond 45 days' past due.
- E. **Payment by Credit Card:** The LA Group will offer the Client the convenience of paying its invoice(s) with a credit card. The LA Group accepts MasterCard, Visa, and Discover Card. The Client understands that there are certain fees that The LA Group is charged in connection with the processing of credit cards by the credit card company. The LA Group must pass those costs along to the Client. The following fee schedule will apply as it relates to the payment of invoices to The LA Group by the Client with a credit card:

Net 10 days	No fee
After 10 days net 30 days	2.5% of invoice amount
After 30 days	3.0% plus applicable interest charges billed

6. **Authorization for Execution**

The undersigned warrants that he/she has the authority to sign as, or in the case of a Corporate Client, on behalf of, the Client. If the undersigned does not have the authority to act on behalf of the Client, the undersigned will individually pay any and all obligations of Client arising under the terms of this Agreement, including obligations for the payment of any legal services, including, but not limited to attorneys' fees and costs, required to enforce this Agreement.

7. **Entire Agreement**

This Agreement represents the complete and integrated agreement between the Parties and supersedes all prior agreements. This Agreement may be amended only by way of a signed writing and is binding upon the Parties, their successors, assigns and legal representatives.

8. Severability

In the event that any term or provision of this Agreement is found to be void, invalid, or unenforceable for any reason, that term or provision shall be deemed stricken from this Agreement with the remaining provisions of the Agreement to remain in full force and effect.

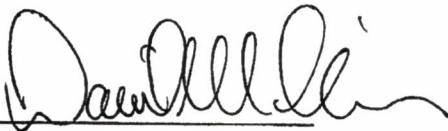
9. Construction

Each Party acknowledges that it has read this Agreement, has had the opportunity to review it with an attorney of its respective choice, and has agreed to all its terms. Under these circumstances, the Parties agree that the rule of construction that a contract be construed against the drafter shall not be applied in interpreting this Agreement and that in the event of any ambiguity in any of the terms or conditions of this Agreement, including the Exhibits hereto, such ambiguity shall not be construed for or against any Party hereto on the basis that such Party did or did not author same.

The Parties hereby execute this Agreement as of the date first set forth above.

THE LA GROUP LANDSCAPE
ARCHITECTURE & ENGINEERING P.C.

Town of Saratoga, NY

BY: 

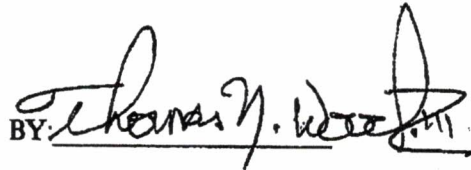
BY: 

EXHIBIT A

Standard Terms and Conditions of Agreement

1. Definitions

A. Agreement – the Agreement for Consultant Services executed by and between The LA Group and the Client inclusive of all exhibits thereto.

B. Change Order – All changes to the Work as evidenced by a writing signed by The LA Group's project manager and the Client or the Client's representative.

C. Extra Work - Extra Work shall include, but not be limited to, additional office or field work caused by policy or procedural changes of governmental agencies, by Change Order, by changes in the Project, and by any of the causes set forth in Section 7 of these Standard Terms and Conditions. All Extra Work will be authorized by Client pursuant to a Change Order prior to commencement by The LA Group.

D. Project – The Client's overall enterprise of which The LA Group's Work is a part thereof.

E. Reimbursable Expenses – any and all expenses incurred by The LA Group in furtherance of prosecuting the Work which include, but shall not be limited to, travel, printing and copying, postage and delivery, additional copies of plans and telephone calls.

F. Work – The LA Group's performance of the items set forth on the Scope of Services (subject to amendment by Change Order) in accordance with the terms and conditions of this Agreement.

G. Work Product - All reports, plans, drawings, tracings, specifications, computations, survey notes, media files and other documents and/materials prepared by The LA Group in accordance with this Agreement.

2. Restrictions on Use of Work Product

Any Work Product prepared under this or subsequent agreements between the Parties will be prepared in accordance with the agreed Scope of Services and pertain only to the Project. This Work Product is prepared for the exclusive use of the Client. Client's entitlement to use the Work Product is contingent upon Client's performance of this Agreement in full including, but not limited to, payment to The LA Group of all monies owed hereunder. During the performance of this Agreement, the Client's use of the Work Product is contingent upon the express written consent of The LA Group and The LA Group's failure to require such a consent on any one or more occasions shall in no way operate as a waiver of The LA Group's right to require such consent on future occasions. Use of the Work Product for any purposes other than this Project is prohibited without the express written consent of The LA Group, and, in any event, is at the sole risk and responsibility of the Client. The LA Group is not liable for the unauthorized use and/or reuse of said Work Product by Client or third parties. Following the completion of this Agreement, no Work Product shall be revised by Client or utilized by another without (1) receipt of written authorization by The LA Group for such use and (2) payment of an additional fee to The LA Group. Requested revisions, alterations or additions to a map or other document may require an additional survey and payment of an additional fee.

3. Ownership of Work Product

The Work Product shall remain property of The LA Group at all times. Client may retain copies of the Work Product prepared in connection with the Project. The LA Group will retain all pertinent records relating to the Work, including the Work Product, for a period of 3 years following completion or earlier termination of this Agreement. During this time, these records, including the Work Product, will be made available to Client at reasonable hours, upon

reasonable notice. In accepting and utilizing any drawings or other data on any form of electronic media generated and provided by The LA Group, the Client covenants and agrees that all such drawings and data are instruments of service of The LA Group, who shall be deemed the author of the drawings and data, and shall retain all common law, statutory law and other rights, including copyrights. Any modification of drawings, following written approval of The LA Group, must include the removal of The LA Group's title block, logo, and all other references to The LA Group. Client agrees to waive all claims against The LA Group resulting in any way from any unauthorized reuse of the drawings and data for any other project by anyone other than The LA Group.

4. Standard of Care

The LA Group will at all times during the term of this Agreement exercise their professional judgement and skill in carrying out the Work in accordance with the standard of the profession. At the same time, The LA Group makes no warranty with regard to the professional services to be performed by The LA Group as part of the Work.

5. Approval of Work

Client hereby affirms that the Work Product of The LA Group will be reviewed by Client or Client's agent upon delivery. Client will make arrangements to review and approve any Work Product in advance of dissemination to any municipality. In the event Client or Client's agent does not review documents prior to dissemination to a municipality, Client waives such review. Unless waived as set forth above, the Work performed by The LA Group shall be deemed approved and accepted by Client upon delivery, unless Client objects in writing within 30 days of delivery. Such notice shall state in detail the manner in which Client believes such Work is incomplete or defective.

6. Time Schedule

The LA Group shall perform the Work as expeditiously as possible, while at the same time maintaining professional skill and care.

During the course of this Project, anticipated and unanticipated events may impact any Project schedule. The LA Group's services often include the procurement of approvals from governmental agencies and municipal authorities. The success and timing of said approvals depends, to a good extent, upon factors beyond The LA Group's control. The LA Group shall keep Client informed of the status of applications for approval and encourage Client to inquire about the process. The LA Group cannot, however, guarantee that all applications for the Project shall be approved or that approvals shall be obtained within a specific duration of time. Any request for an estimate of time in which the Work is to be completed shall be made by Client to The LA Group in writing.

7. Delay

Any delay, default, or termination in or of the performance of any obligation of The LA Group under this Agreement caused directly or indirectly by strikes, accidents, acts of God, shortage or unavailability of labor, materials, power or transportation through normal commercial channels, failure, of Client or Client's agents to furnish information or to approve or disapprove The LA Group's work promptly, late, slow or faulty performance by Client with respect to Client's obligation to pay, or any other obligation of Client under this Agreement, other contractors or governmental agencies, the performance of whose work is precedent to or concurrent with the performance of The LA Group's Work, or any other acts of the Client or any other Federal, State, or local government agency, or any other cause beyond The LA Group's reasonable control, shall not be deemed a breach of this Agreement. The occurrence of any such event shall suspend the obligations of The LA Group as long as performance is delayed or prevented thereby, and the fees due hereunder shall be equitably adjusted, as agreed by The LA Group. In the event The LA Group is to be compensated on an hourly basis under this Agreement, no equitable adjustment will be necessary. In addition, The LA Group reserves the right to consider this Agreement null and void should Work cease for any reason and not resume for a period of ninety (90) days or longer. In the event the Work is

to resume after this period, the fees associated with this agreement are subject to renegotiation.

8. Termination

The obligation to provide further services under this Agreement may be terminated by either Party upon ten (10) days written notice to the other Party in the event of substantial failure by the other Party to perform in accordance with the terms of this Agreement through no fault of the terminating Party. In the event of any termination, The LA Group shall be paid for all Work performed through the effective date of termination, as well as for all Reimbursable Expenses and expenses incurred by The LA Group as a result of the termination of this Agreement. For purposes of this Section, the failure of the Client to pay The LA Group within thirty (30) days of receipt of an invoice shall be considered a substantial failure. In the event of a substantial failure on the part of the Client, The LA Group, in addition to the right to terminate set forth in this Section, may also elect to suspend Work until the default in question has been cured. No delay or omission on the part of The LA Group in exercising any right or remedy hereunder shall constitute a waiver of any such right or remedy on any future occasion. The rights and remedies of The LA Group under this Section 8 shall be in addition to any and all rights available to The LA Group under the law.

9. Indemnification

Client shall indemnify, defend and hold The LA Group harmless for any and all loss, cost, expense, claim, damage, or liability of any nature arising from: (a) soil conditions; (b) changes in plans or specifications made by Client or its representatives/agents; (c) use by Client or its representatives/agents of plans, surveys, or drawings, unsigned by The LA Group for any purpose other than the specific purpose for which they were designed; (d) job site conditions and performance of work on the Project by others; (e) inaccuracy of data or information supplied by Client; and (f) Work performed by The LA Group which was based upon material or data supplied by others, unless

said loss was solely caused by The LA Group's own negligence.

10. Claims and Disputes

The LA Group and the Client shall endeavor to resolve claims, disputes, and other matters in question between them by mediation which, unless the Parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of the Agreement. A request for mediation shall be made in writing, delivered to the other Party to the Agreement, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of a complaint but, in such event, mediation shall proceed in advance of litigation, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the Parties or court order.

The Client shall require, as a condition of The LA Group performing Work on the Project in accordance with this Agreement, that all contractors, subcontractors and material-persons whose portion of the overall work on the Project amounts to five thousand dollars (\$5,000.00) or more, and their insurers and sureties shall agree to mediation in accordance with this Section 10.

All parties to the mediation shall share the mediator's fee and any filing fee equally. The mediation shall be held in Saratoga Springs, New York. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

If the Parties do not resolve a claim, dispute, or matter in question through mediation, the method of binding dispute resolution shall be litigation. In any litigation based upon a dispute between the Parties relating to this Agreement, each Party expressly waives a trial by jury and hereby consents to the exclusive jurisdiction and venue of the courts of Saratoga County, New York. Should litigation be necessary to collect any portion of the amounts payable to The LA

Group hereunder, all costs and expenses of litigation and collection, including without limitations, fees, court costs, and attorney's fees (including such costs and fees on appeal), shall be the obligation of the Client should The LA Group prevail.

This agreement shall be governed by the laws of the State of New York.

11. Risk Allocation

The Client agrees that The LA Group's liability for damages to the Client for any cause whatsoever in connection with this Project and regardless of the form of action, whether in the breach of this Agreement or in tort, including, but not limited to, negligence, shall be limited to The LA Group's total fee for services rendered pursuant to this Agreement.

12. Observation and Testing of Construction, Site Safety

The observation and testing of construction is not included herein unless specifically agreed to and outlined in the Scope of Services. The presence of The LA Group's field representatives will be for the purpose of providing the specified Work to the Client. Under no circumstances is it The LA Group's obligation or intent to directly control or supervise the physical activities on site to accomplish the work on this Project. The presence of The LA Group's field representative at the site is to provide the Client or the Client's representative with a continuing source of information based upon the field representative's observations of the contractor's work. This presence does not include any supervision, or direction of the actual work of any contractor or the contractor's workmen present on site. The contractor should be informed that neither the presence of The LA Group's field representative nor the observation and testing personnel from The LA Group shall excuse the contractor in any way for defects discovered in his work. It is understood that The LA Group will not be responsible for job or site safety on the Project.

13. Insurance

The LA Group shall procure and maintain throughout the period of this Agreement, at The LA Group's own cost, insurance for protection from claims under worker's compensation, disability and other similar insurance required by applicable State and Federal Laws. Certificates for all such policies of insurance shall be provided to the Client upon written request. The LA Group shall not be responsible for any loss, damage, or liability beyond the amounts limits and conditions of such insurance and, in any event, shall not be responsible to the client for any claim to the extent such claim exceeds the amount provided for in Section 11 of these Standard Terms and Conditions.

If the Client desires and/or requires limits higher than those that The LA Group maintains, The LA Group shall make every effort to procure that insurance. The additional cost of that insurance shall be paid by the Client as a Reimbursable Expense.

The Client agrees that it waives all rights against The LA Group for general liability, umbrella liability, business auto liability, workers compensation and employer's liability.

14. Successors and Assigns

Neither Client nor The LA Group shall assign, sublet, or transfer any rights under or interest in (including, but without limitation, moneys that may become due or moneys that are due) this Agreement without the written consent of the other Party, except to the extent that any assignment, subletting or transfer is mandated by law or the effect of this limitation may be restricted by law.

15. Equal Employment Opportunity

The LA Group is committed to equal employment opportunity for all persons regardless of race, color, sex, age, national origin, marital status, handicap, or veteran's status. In striving to eliminate discrimination in the workplace, it is our policy to deal only with subcontractors, vendors, suppliers, and other affiliates who recognize and support equal employment opportunity and comply



The LA GROUP

Landscape Architecture & Engineering P.C.

People. Purpose. Place.

40 Long Alley
Saratoga Springs
NY 12866

p: 518-587-8100

f: 518-587-0180

www.thelagroup.com

December 31, 2020

Tom Wood
Supervisor
Town of Saratoga
Spring Street
Schuylerville, NY 12871

RE: Proposal to Update the 2003 Comprehensive Plan

Dear Supervisor Wood,

Thank you for meeting with me back in June to discuss the feasibility of updating the 2003 Comprehensive Plan. The LA Group understands that the Town wants to undertake a focused effort to update the Comprehensive Plan with the recommendations from the recently completed Farmland Protection Plan plus several other issues that have arisen in recent years. As discussed, this effort will not represent a complete update of the 2003 Plan.

The "focus areas" for the Update will be ultimately determined by the Town Board. We suggest the report address the following topics:

Demographic and Land Use Profile

- Agricultural Recommendations
- Zoning Issues
- Economic Development Initiatives
- Capital Improvements

The LA Group understands the project will have a limited budget of \$15,000 (including expenses) and a schedule of 4 months. Please find a proposal scope of work for this project. After discussion with the Town Board, the scope can be adjusted, as necessary.

SCOPE OF WORK

Task 1 Steering Committee Meetings and Town Board Presentation

Three meetings with the steering committee will be organized and facilitated by the LA Group. The limited number of meetings will not prevent members of the steering committee to hold additional meetings on their own to further refine issues and prepare for regular meetings.

Suggested steering committee meetings would concentrate on the following topics:

- *Meeting One:* Outline the project and determine the topics to be addressed in the Update.
- *Meeting Two:* Review the existing conditions of each topic and outline recommendations and implementation.
- *Meeting Three:* Review the feedback from the public meeting and refine the recommendations.
- *Town Board Meeting:* Present the findings of the Comprehensive Plan Update.

Deliverable: Meeting materials and meeting summaries.

Task 2 Public Meeting

The LA Group will coordinate and facilitate one (1) public meeting to provide the public with an overview of the project and information about the project. Feedback from the public will guide the Plan's needs and identify opportunities for the Town.

Deliverable: Meeting Summary

Task 3 Review Existing Data, Plans, and Initiatives

Available data, plans, and initiatives will be reviewed and evaluated. Noted capital and other completed projects that were successfully completed since 2003 will be identified. Outstanding recommendations from recent plans will be reviewed and moved forward into the Plan Update as directed by the steering committee.

Deliverable: Summary Report

Task 4 Analyze Trends and Needs; Demographic Profile

Based on steering committee input and feedback from the public meeting, an analysis of the trends and needs of the Town based on the selected topics will be developed.

Deliverable: Summary Needs and Trends Report.

Task 5 2021 Comprehensive Plan Update

The LA Group will develop an initial draft Comprehensive Plan Update to be circulated to the steering committee for comments. Following decisions about which comments to be addressed for the final draft, a final draft will be generated and posted on the website. The LA Group will make a presentation of the Plan at a regular meeting of the Saratoga Town Board.

Deliverable: Draft and Final 2021 Comprehensive Plan Update.

PROPOSED SCHEDULE

The project will be completed in 4 months.


Task 1 Steering Committee Meetings and Town Board Presentation	1 st Meeting - February 2 nd Meeting - March 3 rd Meeting - April Town Board Meeting - May
Task 2 Public Meeting	April
Task 3 Review Existing Data, Plans and Initiatives	February - March
Task 4 Analyze Trends and Needs; Demographic Profile	March - April
Task 5 2021 Comprehensive Plan Update	Draft - April Final - May

PROPOSED FEE

The fee will be fixed at \$15,000 including expenses.

Thank you for your consideration and please let me know how you would like to move forward.

Yours Truly,



Tracey M. Clothier, A.I.C.P.
Senior Planner
The LA Group, P.C.

TOWN OF SARATOGA COMPREHENSIVE PLAN UPDATE

APPROACH FOR COMPLETING THE PLAN (Draft March 5, 2021)

1. Form a Comprehensive Plan Update Committee comprised of:
 - Core Group: Will approve subjects to update and outline zoning revisions
Members: Ian Murray, Gil Albert, Charlie Hanehan, Tom Wood
 - Advisory Group: To identify topics and review and comment on suggested revisions
Members: Town Board, Planning Board, Zoning Board, Agricultural Committee
2. Process:
 - Core Group Meeting #1
Review community trends and issues (Tracey will prepare); Identify and discuss topics to address in the plan and needed graphics (questionnaire to be sent out to Core and Advisory Groups)
Prepare meeting summary and share with Advisory Group.
Proposed Date: Monday, March 22

 - Core Group Meeting #2
Review comments from Advisory Group.
Discuss recommendations and alternatives.
Prepare meeting summary and share with Advisory Group.
Proposed Date: Monday, April 26

 - Core Group Meeting #3
Review comments from Advisory Group.
Finalize recommendations and prepare Draft Plan.
Prepare meeting summary and share with Advisory Group.
Proposed Date: Monday, May 24
3. Public Outreach
 - Presentation of Draft Plan for public at Town Board meeting.
 - Post Draft Comprehensive Plan Update on town website.
 - Post Final Comprehensive Plan Update on town website.

Draft List of Committee Members

Core Committee Members

Tom Wood, Ian Murray, Gil Albert, Charlie Hanehan .

Advisory Committee Members

Town Board: Supervisor Thomas N. Wood III, Councilman Michael McLoughlin, Councilwoman Ruth Drumm, Councilman James Jennings, Councilman Gary Squires.

Planning Board: Ian Murray, Laurie Griffen; Patrick Hanehan; Robert McConnell; Joe Lewandowski; George Olsen; Chris Koval; Walter Borisenok.

Zoning Board of Appeals: William Moreau; Clifford Hanehan; Chris Benn; Thomas Carringi; Steve Mehan; Mark Sullivan; Mark Solan; Rick Burke.

Agricultural Committee: Wayne Bakken; Nate Darrow; Laurie Griffen; Marty Hanehan; Chris Koval; Ken Macica; Joe McMahon; Jamie O'Neil; Maria Trabka; Wayne Wood

EXHIBIT C

Addenda and Change Order

TOWN OF SARATOGA COMPREHENSIVE PLAN UPDATE

PROJECT: 2021015

L.A. GROUP - March 1, 2021.

\$ 15,000.00

CHARGED TO B8020.41

(PLANNING - CONTRACTUAL)

DATE	INVOICE #	VOUCHER #	AMOUNT
3/31/2021	37231	21-00250	\$ 1,000.00
4/27/2021	37305	21-00323	1,000.00
5/31/2021	37489	21-00451	945.00
6/29/2021	37625	21-00537	2,519.95
7/27/2021	37710	21-00617	1,260.00
8/31/2021	37918	21-00723	3,500.00
10/5/2021	38042	21-00801	2,275.05
11/2/2021	38139	21-00885	1,500.00
			14,000.00

VOUCHER

**GENERAL FUND
TOWN OF SARATOGA
Schuylerville, NY 12871**

Do not write in this area VOUCHER # **21-00250**
DATE VOUCHER REC'D 2021

DEPT: **Planning Comp. Plan**

Claimant's Name and Address
**The LA Group
40 Long Alley
Saratoga Springs, NY 12866**

Fund - Appropriation	Amount
88020.41	\$ 1,000.00
Total	
Entered on Abstract No. 4G	\$ 1,000.00

DETAILED INVOICES MAY BE ATTACHED, AND TOTAL ENTERED ON THIS VOUCHER. CERTIFICATION BELOW MUST BE SIGNED.

TERMS PURCHASE ORDER NO.

DATE	INV. NO.	QUANTITY	DESCRIPTION OF MATERIAL OR SERVICES	UNIT PRICE	AMOUNT
3/31/2021	37231		For professional services 3/26/21 Bldgs		\$ 1,000.00
			SEE INSTRUCTIONS ON REVERSE SIDE		
				TOTAL	\$ 1,000.00

CLAIMANT'S CERTIFICATION

I, _____, certify that the above account in the amount of \$ _____

Claimant must print name above and correct, that the items, services and disbursements charged were rendered to or for the municipality on the dates stated, that no part has been paid or satisfied, that taxes, from which the municipality is exempt, are not included, and the amount claimed is actually due.

Date Signature (SPACE BELOW FOR MUNICIPAL USE) Title


DEPARTMENT APPROVAL
The above services or material were rendered or furnished to the municipality on the dates stated and the charges are correct.

APPROVAL FOR PAYMENT
This claim is approved and ordered paid from the appropriations indicated above.

4/6/21
DATE **Linda McCabe**
AUTHORIZED OFFICIAL

4/12/21
DATE **m. O'Shea**
AUTHORIZED OFFICIAL

Page: 6 of 6
Account: 301673
Date: 04/30/2021

SARATOGA TOWN 17 Spring Street Suite 5 Schuylerville, NY 17871-0038		Glen Falls National Bank Schuylerville, NY 50-255/213		NO. 759
DATE ISSUED 04/13/21	CHECK NO. 759	CHECK AMOUNT \$*****1,000.00		
One thousand AND 00/100 Dollars		 AUTHORIZED SIGNATURE		
TO THE ORDER OF LA GROUP 40 LONG ALLEY SARATOGA SPRINGS, NY 12866				
⑆000759⑆ ⑆021302554⑆				

04/19/2021 759 \$1,000.00

40 Long Alley
Saratoga Springs
NY 12866

Invoice

To: **Town of Saratoga**
Town Hall
12 Spring Street
Schuylerville, NY 12871
Thomas Wood

Invoice Number: 37231

Invoice Date: 3/31/2021

Project: 2021015 Town of Saratoga Comprehensive Plan Update

Manager: Miller, David M

Professional Services rendered as of 3/26/2021

Invoice Total: \$1,000.00

Billing Group: 001

Professional Services

01 -

Contract Amount	\$15,000.00
Percent Complete	6.67%
Fee Earned	\$1,000.00
Previous Fee Billing	\$0.00
Current Fee Total	\$1,000.00

*****Total Project Invoice Amount \$1,000.00**

All invoices are due upon receipt. A late charge of 1.5% will be added to any unpaid balances after 15 days.

VOUCHER

**GENERAL FUND
TOWN OF SARATOGA
Schuylerville, NY 12871**

Do not write in this area

VOUCHER #

DATE VOUCHER REC'D

2021

21-00885

DEPT:

Claimant's Name and Address

Fund - Appropriation	Amount
B8020.41	\$ 1500.00
Total	\$ 1500.00
Entered on Abstract No. 11G	

DETAILED INVOICES MAY BE ATTACHED, AND TOTAL ENTERED ON THIS VOUCHER. CERTIFICATION BELOW MUST BE SIGNED.

TERMS

PURCHASE ORDER NO.

DATE	INV: NO.	QUANTITY	DESCRIPTION OF MATERIAL OR SERVICES	UNIT PRICE	AMOUNT
11/1/21	38139		Project 2021015 Town of Saratoga Comprehensive Plan Update		\$1500.00
SEE INSTRUCTIONS ON REVERSE SIDE				TOTAL	\$1500.00

CLAIMANT'S CERTIFICATION

I, , certify that the above account in the amount of \$

Claimant must print name above

and correct, that the items, services and disbursements charged were rendered to or for the municipality on the dates stated, that no part has been paid or satisfied, that taxes, from which the municipality is exempt, are not included, and the amount claimed is actually due.

Date

Signature

(SPACE BELOW FOR MUNICIPAL USE)

Title

DEPARTMENT APPROVAL
The above services or material were rendered or furnished to the municipality on the dates stated and the charges are correct.

APPROVAL FOR PAYMENT
This claim is approved and ordered paid from the appropriations indicated above.

11/2/21

DATE

Linda A McCabe

AUTHORIZED OFFICIAL

DATE

AUTHORIZED OFFICIAL

40 Long Alley
Saratoga Springs
NY 12866

Invoice

To: **Town of Saratoga**
Town Hall
12 Spring Street
Schuylerville, NY 12871
Thomas Wood

Invoice Number: 38139
Invoice Date: 10/26/2021

Project: 2021015 Town of Saratoga Comprehensive Plan Update
Manager: Miller, David M

Professional Services rendered as of 10/22/2021

Invoice Total: \$1,500.00

Progress Billing

Billing Group: 001
Professional Services
001 -

Contract Amount	\$15,000.00
Percent Complete	93.33%
Fee Earned	\$14,000.00
Previous Fee Billing	\$12,500.00
Current Fee Total	\$1,500.00
	\$1,500.00

*****Total Project Invoice Amount \$1,500.00**

All invoices are due upon receipt. A late charge of 1.5% will be added to any unpaid balances after 15 days.

VOUCHER

**GENERAL FUND
TOWN OF SARATOGA
Schuylerville, NY 12871**

Do not write in this area

VOUCHER #

DATE VOUCHER REC'D

21

21-00801

DEPT: Comp. Plan

Claimant's Name and Address

**The LA Group
40 Long Alley
Saratoga Springs, NY 12866**

Fund - Appropriation	Amount
B8020.41	\$ 2,275.05
Total	
Entered on Abstract No. 10G	\$ 2,275.05

DETAILED INVOICES MAY BE ATTACHED, AND TOTAL ENTERED ON THIS VOUCHER. CERTIFICATION BELOW MUST BE SIGNED.

TERMS

PURCHASE ORDER NO.

DATE	INV. NO.	QUANTITY	DESCRIPTION OF MATERIAL OR SERVICES	UNIT PRICE	AMOUNT
10/5/21	38042		Town of Saratoga Comprehensive Plan Update Professional Services Rendered as of 9/24/21		\$2,275.05
SEE INSTRUCTIONS ON REVERSE SIDE				TOTAL	\$2,275.05

CLAIMANT'S CERTIFICATION

I, , certify that the above account in the amount of \$

Claimant must print name above and correct, that the items, services and disbursements charged were rendered to or for the municipality on the dates stated, that no part has been paid or satisfied, that taxes, from which the municipality is exempt, are not included, and the amount claimed is actually due.

Date

Signature
(SPACE BELOW FOR MUNICIPAL USE)

Title

DEPARTMENT APPROVAL
The above services or material were rendered or furnished to the municipality on the dates stated and the charges are correct.

APPROVAL FOR PAYMENT
This claim is approved and ordered paid from the appropriations indicated above.

10/5/21

Linda A McCabe

DATE

AUTHORIZED OFFICIAL

DATE

AUTHORIZED OFFICIAL

Invoice

To: **Town of Saratoga**
Town Hall
12 Spring Street
Schuylerville, NY 12871
Thomas Wood

Invoice Number: 38042
Invoice Date: 9/28/2021

Project: 2021015 Town of Saratoga Comprehensive Plan Update

Manager: Miller, David M

Professional Services rendered as of 9/24/2021

Invoice Total: \$2,275.05

Progress Billing

Billing Group: 001
Professional Services

001 -		
	Contract Amount	\$15,000.00
	Percent Complete	83.33%
	Fee Earned	\$12,500.00
	Previous Fee Billing	\$10,224.95
	Current Fee Total	\$2,275.05
		\$2,275.05

*****Total Project Invoice Amount \$2,275.05**

All invoices are due upon receipt. A late charge of 1.5% will be added to any unpaid balances after 15 days.

GENERAL FUND
TOWN OF SARATOGA
Schuylerville, N. Y. 12871

DATE VOUCHER RECEIVED _____	
FUND - APPROPRIATION	AMOUNT
68020.41	3500.00
TOTAL	3500.00
ENTERED ON ABSTRACT NO. <u>96</u>	

DEPARTMENT Comprehensive Plan

CLAIMANT'S NAME AND ADDRESS

The LA group
40 Long alley
Saratoga Springs, ny 12866

ADDITIONAL INVOICES MAY BE ATTACHED, AND TOTAL ENTERED ON THIS VOUCHER. INDICATION BELOW MUST BE SIGNED.

TERMS _____ PURCHASE ORDER NO. _____

DATE	VENDOR'S INVOICE NO.	QUANTITY	DESCRIPTION OF MATERIALS OR SERVICES	UNIT PRICE	AMOUNT
3/21	37918		Comp. plan svcs.		3500.00
(SEE INSTRUCTIONS ON REVERSE SIDE)					
TOTAL					3500.00

CLAIMANT'S CERTIFICATION

I, _____, certify that the above account in the amount of \$ _____ is true and correct; that the items, services and disbursements charged were rendered to or for the municipality on the dates stated; that no part has been paid or satisfied; that taxes, from which the municipality is exempt, are not included; and that the amount claimed is actually due.

DATE _____	SIGNATURE _____	TITLE _____
(SPACE BELOW FOR MUNICIPAL USE)		

DEPARTMENT APPROVAL

APPROVAL FOR PAYMENT

The above services or materials were rendered or furnished to the municipality on the dates stated and the charges are correct.

This claim is approved and ordered paid from the appropriations indicated above.

9/8/21 Linda McCabe
DATE AUTHORIZED OFFICIAL

mrd DMG 9/13/21
DATE

The LA GROUP

Landscape Architecture & Engineering P.C.

People. Purpose. Place.

40 Long Alley
Saratoga Springs
NY 12866

Invoice

To: **Town of Saratoga**
Town Hall
12 Spring Street
Schuylerville, NY 12871
Thomas Wood

Invoice Number: 37918

Invoice Date: 8/31/2021

Project: 2021015 Town of Saratoga Comprehensive Plan Update

Manager: Miller, David M

Professional Services rendered as of 8/27/2021

Invoice Total: \$3,500.00

Progress Billing

Billing Group: 001

Professional Services

001 -

Contract Amount	\$15,000.00
Percent Complete	68.17%
Fee Earned	\$10,224.95
Previous Fee Billing	\$6,724.95
Current Fee Total	\$3,500.00

*****Total Project Invoice Amount \$3,500.00**

All invoices are due upon receipt. A late charge of 1.5% will be added to any unpaid balances after 15 days.

ORIGINAL DOCUMENT PRINTED ON CHEMICAL SENSITIVE PAPER WITH MICROPRINT BORDER

SARATOGA TOWN
12 Spring Street
Suite 5
Schuylerville, NY 12871-0088

Glen Falls National Bank
Schuylerville, NY
50-255/213

NO. 987

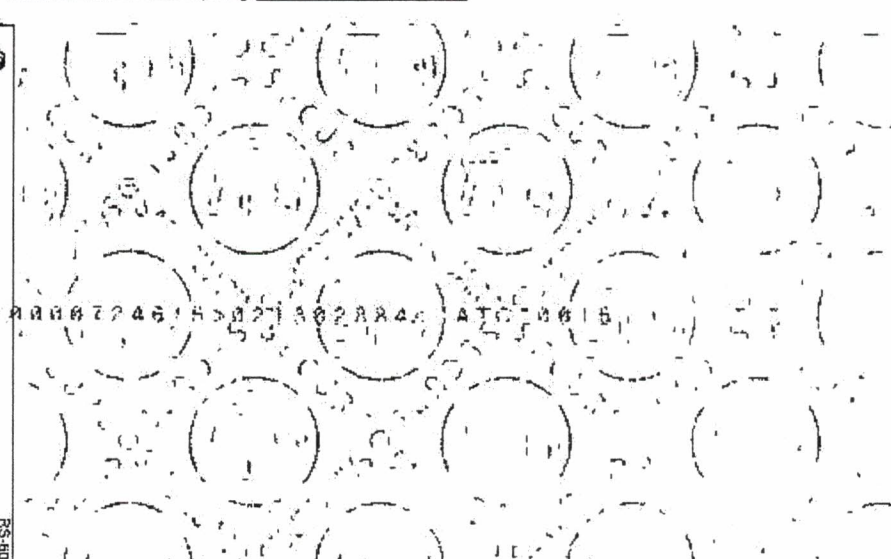
DATE ISSUED 09/14/21 CHECK NO. 987 CHECK AMOUNT \$*****3,500.00

Three Thousand Five Hundred AND 00/100 Dollars

TO THE ORDER OF:
LA GROUP
40 LONG ALLEY
SARATOGA SPRINGS, NY 12866

[Handwritten Signature]
AUTHORIZED SIGNATURE

⑈000987⑈ ⑆021302554⑆



1 The security features listed below, as well as those not listed, exceed industry guidelines.

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- Security Screen Backing: Indicates document is judicially critical to operations.
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- Chemically Sensitive Paper: Paper resists chemical alteration.
- Heat Sensitive Ink: Responses to abraded, heated, or rubbed between thumb and forefinger or squish on it. The image will fade and reappear.

③ Patent design is a certification mark of the Check Payment Systems Association

RS-60

ENDORSE HERE

THE ADIRONDACK TRUST COMPANY
SARATOGA SPRINGS, N.Y. 12866
⑆021302884⑆

CHECK HERE AFTER DEPOSIT ONLY
 MOBILE OR RETIRE (ACGROUP) P.C.

DO NOT WRITE. STAMP 237579798 IN BELOW THIS LINE
RESERVED FOR FINANCIAL INSTITUTION USE

VOUCHER

**GENERAL FUND
TOWN OF SARATOGA
Schuylerville, NY 12871**

Do not write in this area

VOUCHER #

DATE VOUCHER REC'D

2021

21-00617

DEPT: **Comp Plan**

Claimant's Name and Address
**The LA Group
40 Long Alley
Saratoga Springs, NY 12866**

Fund - Appropriation	Amount
B8020.41	\$ 1,260.00
Total	\$ 1,260.00
Entered on Abstract No. 8G	

DETAILED INVOICES MAY BE ATTACHED, AND TOTAL ENTERED ON THIS VOUCHER. CERTIFICATION BELOW MUST BE SIGNED.

TERMS

PURCHASE ORDER NO.

DATE	INV. NO.	QUANTITY	DESCRIPTION OF MATERIAL OR SERVICES	UNIT PRICE	AMOUNT
8/3/21	37710		Professional Services Rendered as of 7/23/21		\$1,260.00
			SEE INSTRUCTIONS ON REVERSE SIDE		
				TOTAL	\$1,260.00

CLAIMANT'S CERTIFICATION

I, , certify that the above account in the amount of \$

Claimant must print name above and correct, that the items, services and disbursements charged were rendered to or for the municipality on the dates stated, that no part has been paid or satisfied, that taxes, from which the municipality is exempt, are not included, and the amount claimed is actually due.

Date

Signature

Title

(SPACE BELOW FOR MUNICIPAL USE)

DEPARTMENT APPROVAL

The above services or material were rendered or furnished to the municipality on the dates stated and the charges are correct.

APPROVAL FOR PAYMENT

This claim is approved and ordered paid from the appropriations indicated above.

8/3/21
DATE

Linda McCabe
AUTHORIZED OFFICIAL

8/5/21
DATE

M. P. J. McLaughlin
AUTHORIZED OFFICIAL

40 Long Alley
Saratoga Springs
NY 12866

Invoice

To: **Town of Saratoga**
Town Hall
12 Spring Street
Schuylerville, NY 12871
Thomas Wood

Invoice Number: 37710
Invoice Date: 7/27/2021

Project: 2021015 Town of Saratoga Comprehensive Plan Update

Manager: Miller, David M

Professional Services rendered as of 7/23/2021

Invoice Total: \$1,260.00

Progress Billing

Billing Group: 001
Professional Services


001 -

Contract Amount	\$15,000.00
Percent Complete	44.83%
Fee Earned	\$6,724.95
Previous Fee Billing	\$5,464.95
Current Fee Total	\$1,260.00
	\$1,260.00

*****Total Project Invoice Amount \$1,260.00**

All invoices are due upon receipt. A late charge of 1.5% will be added to any unpaid balances after 15 days.

Page: 6 of 7
Account: 301673
Date: 08/31/2021

SARATOGA TOWN 12 Spring Street Suite 5 Schuylerville, NY 12871-0038		Glens Falls National Bank Schuylerville, NY 90-255/213		NO. 942	
One Thousand Two Hundred Sixty AND 00/100 Dollars		DATE ISSUED 08/10/21	CHECK NO. 942	CHECK AMOUNT \$*****1,260.00	
TO THE ORDER OF LA GROUP 40 LONG ALLEY SARATOGA SPRINGS, NY 12865		 AUTHORIZED SIGNATURE			
⑆000942⑆ ⑆026302554⑆					

08/13/2021 942 \$1,260.00

VOUCHER

**GENERAL FUND
TOWN OF SARATOGA
Schuylerville, NY 12871**

Do not write in this area VOUCHER # **21-00537**
DATE VOUCHER REC'D **2021**

DEPT: **Comp Plan**

Claimant's Name and Address
**The LA Group
40 Long Avenue
Saratoga Springs, NY 12866**

Fund - Appropriation	Amount
B8020.41	\$ 2,519.95
Total	\$ 2,519.95
Entered on Abstract No. 7G	

DETAILED INVOICES MAY BE ATTACHED, AND TOTAL ENTERED ON THIS VOUCHER. CERTIFICATION BELOW MUST BE SIGNED.

TERMS _____ PURCHASE ORDER NO. _____

DATE	INV. NO.	QUANTITY	DESCRIPTION OF MATERIAL OR SERVICES	UNIT PRICE	AMOUNT
7/7/21	37625		Project 2021015 Town of Saratoga Comprehensive Plan Update		\$2,519.95
SEE INSTRUCTIONS ON REVERSE SIDE				TOTAL	\$2,519.95

CLAIMANT'S CERTIFICATION

I, _____, certify that the above account in the amount of \$ _____

Claimant must print name above and correct, that the items, services and disbursements charged were rendered to or for the municipality on the dates stated, that no part has been paid or satisfied, that taxes, from which the municipality is exempt, are not included, and the amount claimed is actually due.

Date Signature Title

DEPARTMENT APPROVAL
The above services or material were rendered or furnished to the municipality on the dates stated and the charges are correct.

APPROVAL FOR PAYMENT
This claim is approved and ordered paid from the appropriations indicated above.

7/7/21 DATE *Wida McCabe* AUTHORIZED OFFICIAL 7/12/21 DATE *m. D. D. M. C.* AUTHORIZED OFFICIAL

40 Long Alley
Saratoga Springs
NY 12866

Invoice

To: **Town of Saratoga**

Town Hall
12 Spring Street
Schuylerville, NY 12871
Thomas Wood

Invoice Number: 37625

Invoice Date: 6/29/2021

Project: 2021015 Town of Saratoga Comprehensive Plan Update

Manager: Miller, David M

Professional Services rendered as of 6/25/2021

Invoice Total: \$2,519.95

Progress Billing

Billing Group: 001


Professional Services

001 -

Contract Amount	\$15,000.00
Percent Complete	36.43%
Fee Earned	\$5,464.95
Previous Fee Billing	\$2,945.00
Current Fee Total	\$2,519.95
	\$2,519.95

*****Total Project Invoice Amount \$2,519.95**

All invoices are due upon receipt. A late charge of 1.5% will be added to any unpaid balances after 15 days.

SARATOGA TOWN 12 Spring Street Suite 5 Schuylerville, NY 12871-0038		Glen Falls National Bank Schuylerville, NY SO-255/213		NO. 898	
		DATE ISSUED 07/13/21	CHECK NO. 898	CHECK AMOUNT \$*****2,519.95	
Two Thousand Five Hundred Nineteen AND 95/100 Dollars					
TO THE ORDER OF LA GROUP 40 LONG ALLEY SARATOGA SPRINGS, NY 12856			 AUTHORIZED SIGNATURE		
⑆000898⑆ ⑆02⑆302554⑆					

07/19/2021 898 \$2,519.95

VOUCHER

**GENERAL FUND
TOWN OF SARATOGA
Schuylerville, NY 12871**

Do not write in this area

VOUCHER #

DATE VOUCHER REC'D

2021

21-00451

DEPT:

Claimant's Name and Address
**The LA Group
40 Long Alley
Saratoga Springs, NY 12866**

Fund - Appropriation	Amount
B8020.41	\$ 945.00
Total	\$ 945.00
Entered on Abstract No. 6G	

DETAILED INVOICES MAY BE ATTACHED, AND TOTAL ENTERED ON THIS VOUCHER. CERTIFICATION BELOW MUST BE SIGNED.

TERMS

PURCHASE ORDER NO.

DATE	INV. NO.	QUANTITY	DESCRIPTION OF MATERIAL OR SERVICES	UNIT PRICE	AMOUNT
6/8/21	37489		Project 2021015 Town of Saratoga Comprehensive Plan Update		\$945.00
			SEE INSTRUCTIONS ON REVERSE SIDE		
				TOTAL	\$945.00

CLAIMANT'S CERTIFICATION

I, , certify that the above account in the amount of \$

Claimant must print name above and correct, that the items, services and disbursements charged were rendered to or for the municipality on the dates stated, that no part has been paid or satisfied, that taxes, from which the municipality is exempt, are not included, and the amount claimed is actually due.

Date

Signature
(SPACE BELOW FOR MUNICIPAL USE)

Title

DEPARTMENT APPROVAL
The above services or material were rendered or furnished to the municipality on the dates stated and the charges are correct.

APPROVAL FOR PAYMENT
This claim is approved and ordered paid from the appropriations indicated above.

DATE

AUTHORIZED OFFICIAL

DATE

AUTHORIZED OFFICIAL

Invoice

To: **Town of Saratoga**
Town Hall
12 Spring Street
Schuylerville, NY 12871
Thomas Wood

Invoice Number: 37489

Invoice Date: 5/31/2021

Project: 2021015 Town of Saratoga Comprehensive Plan Update

Manager: Miller, David M

Professional Services rendered as of 5/28/2021

Invoice Total: \$945.00

Progress Billing

Billing Group: 001

Professional Services

001 -

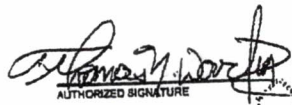
Contract Amount	\$15,000.00
Percent Complete	19.63%
Fee Earned	\$2,945.00
Previous Fee Billing	\$2,000.00
Current Fee Total	\$945.00

*****Total Project Invoice Amount \$945.00**

All invoices are due upon receipt. A late charge of 1.5% will be added to any unpaid balances after 15 days.

Glens Falls National
Bank and Trust Company

Page: 7 of 8
Account: 301673
Date: 06/30/2021

SARATOGA TOWN 12 Spring Street Suite 5 Schuylerville, NY 12871-0038	Glen Falls National Bank Schuylerville, NY 50-255/213	NO. 849
Nine Hundred Forty Five AND 00/100 Dollars	DATE ISSUED 06/15/21	CHECK NO. 849
TO THE ORDER OF: LA GROUP 40 LONG ALLEY SARATOGA SPRINGS, NY 12856	CHECK AMOUNT *****945.00	 AUTHORIZED SIGNATURE
⑈000849⑈ ⑆026302554⑆		

06/21/2021 849 \$945.00

VOUCHER

**GENERAL FUND
TOWN OF SARATOGA
Schuylerville, NY 12871**

Do not write in this area VOUCHER # **21-00323**
 DATE VOUCHER REC'D 2021

DEPT: **Comp Plan**

Claimant's Name and Address
**The LA Group
 40 Long Alley
 Saratoga Springs, NY 12866**

Fund - Appropriation	Amount
B8010.41	\$ 1,000.00
Total	\$ 1,000.00
Entered on Abstract No. 5G	

DETAILED INVOICES MAY BE ATTACHED, AND TOTAL ENTERED ON THIS VOUCHER. CERTIFICATION BELOW MUST BE SIGNED.

TERMS PURCHASE ORDER NO.

DATE	INV. NO.	QUANTITY	DESCRIPTION OF MATERIAL OR SERVICES	UNIT PRICE	AMOUNT
5/4/21	37305		Project 2021015 Town of Saratoga Comprehensive Plan update		\$1,000.00
SEE INSTRUCTIONS ON REVERSE SIDE				TOTAL	\$1,000.00

CLAIMANT'S CERTIFICATION

I, , certify that the above account in the amount of \$

Claimant must print name above and correct, that the items, services and disbursements charged were rendered to or for the municipality on the dates states, that no part has been paid or satisfied, that taxes, from which the municipality is exempt, are not included, and the amount claimed is actually due.

 Date Signature (SPACE BELOW FOR MUNICIPAL USE) Title

DEPARTMENT APPROVAL
 The above services or material were rendered or furnished to the municipality on the dates stated and the charges are correct.

APPROVAL FOR PAYMENT
 This claim is approved and ordered paid from the appropriations indicated above.

5/4/21 *Linda A McCabe* **5-18-21** *Mick O'Donoghue*
 DATE AUTHORIZED OFFICIAL DATE AUTHORIZED OFFICIAL

40 Long Alley
Saratoga Springs
NY 12866

Invoice

To: **Town of Saratoga**
Town Hall
12 Spring Street
Schuylerville, NY 12871
Thomas Wood

Invoice Number: 37305
Invoice Date: 4/27/2021

Project: 2021015 Town of Saratoga Comprehensive Plan Update

Manager: Miller, David M

Professional Services rendered as of 4/23/2021

Invoice Total: \$1,000.00

Billing Group: 001

Professional Services

001 -


Contract Amount	\$15,000.00
Percent Complete	13.33%
Fee Earned	\$2,000.00
Previous Fee Billing	\$1,000.00
Current Fee Total	\$1,000.00
	\$1,000.00

***Total Project Invoice Amount **\$1,000.00**

All invoices are due upon receipt. A late charge of 1.5% will be added to any unpaid balances after 15 days.



Page: 4 of 7
Account: 301673
Date: 05/31/2021

SARATOGA TOWN 12 Spring Street Suite 5 Schuyerville, NY 12871-0038	Glen Falls National Bank Schuyerville, NY 50-255/213	NO. 773
One Thousand AND 00/100 Dollars	DATE ISSUED 05/12/21	CHECK NO. 773
TO THE ORDER OF: LA GROUP 40 LONG ALLEY SARATOGA SPRINGS, NY 12866	CHECK AMOUNT \$*****1,000.00	 AUTHORIZED SIGNATURE
000773 1021302594*		

05/14/2021 773 \$1,000.00



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board

CC: Jason Kemper, Planning Director
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office
Stephanie Hodgson, Director of Finance

FROM: Saratoga County Prosperity Partnership

DATE: 11/17/21

RE: Drawn Down Request - Town of Wilton

COMMITTEE: Economic Development

1. Is a Resolution Required: YES or NO
(If YES, please complete #2- #10) (If NO, skip to #10 and provide reason for bringing the item)
2. Is a Budget Amendment needed: YES or NO
(If yes, budget lines and impact must be provided)
3. Are there Amendments to the Compensation Schedule: YES or NO
(If yes, provide details)
4. Specific details on what the resolution will authorize:
Approving the draw down request in the amount of \$7,100 to the Town of Wilton for their economic development grant fund project.
5. Does this item require hiring a Vendors/Contractors: YES or NO
 - a. Were bids/proposals solicited:
 - b. Is the vendor/contractor a sole source:
 - c. Commencement date of contract term:
 - d. Termination of contract date:
 - e. Contract renewal and term:
 - f. Contact information:
 - g. Is the vendor/contractor an LLS, PLLC or partnership:
 - h. State of vendor/contractor organization:
 - i. Is this a renewal agreement: YES or NO
 - j. Vendor/Contractor comment/remarks:



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

6. Is this an annual housekeeping resolution: YES or NO
(If yes, attach the last approved resolution)
- What were the terms of the prior resolution
 - Are the terms changing:
 - What is the reason for the change in terms:
7. Is a new position being created: YES or NO
- Effective date
 - Salary and grade
8. Is a new employee being hired: YES or NO
- Effective date of employment
 - Salary and grade
 - Appointed position:
 - Term:
9. Is a grant being accepted: YES or NO
- Source of grant funding:
 - Amount of grant:
 - Purpose grant will be used for:
 - Equipment and/or services being purchased with the grant:
 - Time period grant covers:
10. Remarks/Reasoning (Supporting documentation must be attached to this form):



Saratoga County Economic Development Committee
Economic Development Fund Application

Date June 23, 2021

Applicant Information

Town/City Town of Wilton

Address 22 Traver Road, Wilton NY 12831

Contact person (if other than Supervisor) _____

Grant Information

Project Name Wilton Floors

Amount of grant request (max request \$7,100K) \$7,100.00

How will funds be used New signage at Ballard Road, removal of overgrown brush in front of store, and blacktop repair.

Estimated project start date Work would begin immediately upon learning of grant approval.

Estimated project completion August 2021.

How does project align with the economic development objectives in your community?
The Town of Wilton seeks to attract commerce at the Ballard Road corridor. Currently, this existing business does not attract much attention from the road as it is hidden behind overgrown brush and signage is poor. In addition, the blacktop is in a state of disrepair which makes using the forklift to unload trucks very difficult.

What are the project deliverables?

The project deliverables are increased visibility and better access to the business.

How will you measure results (ex: new jobs or investment) Growth in sales is expected to result from increased visibility and accessibility.

Signature of Town/City Supervisor

A handwritten signature in black ink, appearing to be "John J. ...".



Saratoga County Economic Development Committee
Economic Development Fund Drawdown Request Form

Date November 3, 2021

Applicant Information

Town/City Town of Wilton

Grant Information

Project Name Wilton Floors

Date of project completion October 1, 2021

Amount of grant drawdown (\$7,100K or less) \$7,100.00

Attached documentation

Receipts and cancelled checks

Saratoga County Voucher

Project outcome narrative

Wilton Floors utilized the County's grant to accomplish three long-standing goals that were previously not attainable due to a lack of funds. Wilton Floors replaced an old driveway, cut down overgrown brush and replaced signage.

The first initiative was to replace an old, broken-up blacktop driveway with a new driveway, which enabled the company to easily unload delivery trucks as well as utilize a forklift to clean and organize the warehouse more efficiently. The driveway improvement has and will continue to save time and money in labor and dump fees.

Secondly, the overgrown brush in front of the store has been cut down, resulting in much improved visibility from the road. Although this phase of the project was only recently completed, it has already brought in many new customers and has resulted in increased revenue for the business.

Lastly, the updated business sign, which was old and in a state of disrepair, was replaced. The new sign is now prominently displayed and it's visibility from Ballard Road has also helped attract new business.

The grant so generously provided by the County has allowed the business to accomplish it's goal of improving the outside appearance of the store, which is helping it to attract new clientele. The members of the veteran and family-owned small business have expressed tremendous gratitude to the County for it's help in making these goals a reality.

Signature of Town/City Supervisor

A handwritten signature in black ink, appearing to be "M. Rose", written over a horizontal line.

Please submit drawdown request form with Saratoga County Voucher, receipts and cancelled checks to:
Matthew Rose at MRose@saratogacountyny.gov or mail to:

Saratoga County Prosperity Partnership
28 Clinton Street, 2nd Floor
Saratoga Springs, NY 12866



November 17, 2021

Supervisor Phil Barrett, Chairman
Saratoga County Economic Development Committee
40 McMaster Street
Ballston Spa, NY 12020

Re: Saratoga County Economic Development Fund – Town of Wilton – Request to Drawdown Funds

Dear Mr. Barrett,

I am writing to confirm that the Town of Wilton has completed their project to accomplish three long standing goals that were previously not attainable due to a lack of funds. Wilton Floors replaced an old driveway, cut down overgrown brush and replaced signage. The grant has allowed the business to accomplish its goal of improving the outside appearance of the store, which is helping attract new clientele. The members of the veteran and family-owned business have expressed tremendous gratitude to the County for its help in making these goals a reality.

The Town has submitted a receipt for their project and cancelled checks for \$7,100 allocated for their project. (See attached) I recommend approval for drawdown with the accompanying voucher for \$7,100.

Please feel free to contact me or Town of Wilton Supervisor John Lant with any questions.

Sincerely:

A handwritten signature in black ink that reads 'Matthew Rose'.

Matthew Rose, Interim President

CC: John Lant, Supervisor
Steve Bulger, County Administrator

COUNTY OF SARATOGA
 COUNTY MUNICIPAL CENTER
 BALLSTON SPA NY 12020

VOUCHER

DEPT. County Administrator

Claimant's Name and Address	Town of Wilton 22 Traver Road Wilton NY 12831
-----------------------------	---

PURCHASE ORDER NO.

VOUCHER NO.

DO NOT WRITE IN THIS BOX

DATE VOUCHER RECEIVED		
FUND APPROPRIATION	AMOUNT	PO Number
OPEN \$		
CK	JE	
	TOTAL	
Abstract No.		
Vendor's Ref. No.		DP

DATE	QUANTITY	DESCRIPTION OF MATERIALS OR SERVICES	UNIT PRICE	AMOUNT
11/3/2021		Saratoga County Municipal Planning Grant Program Town of Wilton Project: Wilton Floors		\$7,100.00
			TOTAL	\$7,100.00

CLAIMANT'S CERTIFICATION

I, Maria Moran, certify that the above account in the amount of \$ \$7,100.00 is true

Claimant must print name above
 and correct, that the items, services and disbursements charged were rendered to or for the municipality on the dates stated, that no part has been paid or satisfied, that taxes, from which the municipality is exempt, are not included, and that amount claimed is actually due.

11/03/2021

Maria E Moran

Comptroller, Town of Wilton

Date

SIGNATURE

TITLE

DEPARTMENT APPROVAL

The above services or materials were rendered or furnished to the municipality on the dates stated and the charges are correct.

11/18/2021 *Steven J. Belgun*
 DATE AUTHORIZED COUNTY OFFICIAL

APPROVAL FOR PAYMENT

This claim is approved and ordered paid from the appropriations indicated above.

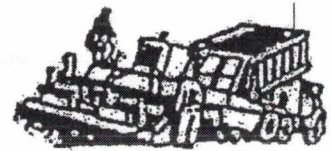
Glens Falls
743-0804

Saratoga
584-1320



J. STANLEY PAVING

864 Route 9
Wilton, NY 12831



PROPOSAL SUBMITTED TO <u>Wilton Floors</u>	PHONE <u>518 584-4146</u>	DATE <u>8-25-19</u>
STREET <u>400 Ballard Rd</u>	JOB NAME	
CITY, STATE AND ZIP CODE <u>Wilton NY 12831</u>	JOB LOCATION <u>Doug 518 796-4723</u>	
SALESPERSON	DATE OF PLANS	JOB PHONE

NEW CONSTRUCTION
THIS ESTIMATE INCLUDES

Digout old Blacktop and replace with new Asphalt.

MATERIALS OWNED BY J. STANLEY UNTIL PAID IN FULL.
NO JOB WILL BE TORN OUT OR RESURFACED.
ANY BAD OR BROKEN AREAS WILL BE PATCHED FREE OF CHARGE.
ALL WORK GUARANTEED ONE YEAR.

- Warranty will not be honored unless all edges on asphalt are backfilled with dirt or stone.
- Do not put sharp objects like ladders, chairs, etc. on pavement.
 - Do not let oil or gas drip on driveway.
 - Never operate power steering while car is parked.
 - During hot weather, tire marks may occur up to 2 years after completion.
 - Warranty does not cover damages caused by others.

WE PROPOSE, HEREBY, TO FURNISH MATERIAL AND LABOR, COMPLETE IN ACCORDANCE WITH ABOVE SPECIFICATIONS FOR THE SUM OF:

One Thousand Eight hundred ⁰⁰/₁₀₀ - dollars (\$ 1800)

PAYMENT TO BE MADE AS FOLLOWS:

You, the buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction. I, the undersigned, waive the three (3) days grace period due to the emergency nature of the job, pursuant to the personal property law, article 426, section (B) (C) (D).

Authorized Signature _____

Note: The proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work specified. Payment will be made as outlined above.

Signature James Stanley

Signature Gene Allan

Date of Acceptance _____

Make checks payable to J. Stanley

CASH ONLY IF ALL CheckLock™ SECURITY FEATURES LISTED ON BACK INDICATE NO TAMPERING OR COPYING

WILTON FLOORS LLC
400 Ballard Road
Wilton, NY 12831
518-584-4146

SARATOGA NATL BANK AND TR CO
50-1152/213

1744

8/25/21

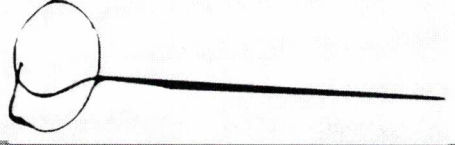
Pay to the
Order of

Stanley Paving

\$ 1,800

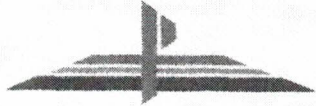
One Thousand Eight Hundred &

Dollars



⑆001744⑆ ⑆021311529⑆

Details on back
CheckLock™ Security Check



PALLETTE STONE CORP.

373 WASHINGTON ST. PO BOX 4550
SARATOGA SPRINGS, NY 12866
PHONE (518) 584-2475

Ticket 4652839

10/1/2021 10:41:41AM

Location: QUARRY

Carrier: 01234 PALLETTE STONE
Vehicle: 4877 4877
Customer: 1 CASH
Order:

Product: CR Coarse Rubble-Crusher Run
Mix:

Freight: Deliver
Zone: 130A
PO: CC, 400 Ballard Rd
Deliver:

Comment:

Weighmaster: Lacey Galusha

Received: Sign: _____
Print: _____

	Qty	Rate	Amount
Product	22.32 Ton	11.90	265.61
Freight		130.00	130.00
Tax(County) SARA		7.0000	28.66
Processing Fee		3.5000	13.85
Total			\$ 438.12

	Pounds	Tons	Metric
Gross	72540	36.27	32.90
Tare	27900 *	13.95 *	12.66 *
Net	44640 *	22.32 *	20.25 *
<u>Today</u>			
Loads	4		
Cumulative	70.17		

PALETTE STONE CORPORATION
373 WASHINGTON ST
SARATOGA SPGS, NY 12866-5909
518-664-9855

Pal

Date: 10/01/2021 10:44:43 AM

CREDIT CARD SALE

VISA
CARD NUMBER: *****
TOTAL AMOUNT: \$438.12
APPROVAL CD: 901044
RECORD #: 000
CLERK ID: LGalusha

Customer Copy

David Gipe
 General contracting and Excavating Services
 1401 Co. HWY 49
 New Berlin, NY 13411
 (607) 221-8189

INVOICE NO. 183 **DATE: 9/8/21**

BILL TO	SHIP TO	INSTRUCTIONS
Wilton Floors LLC 400 Ballard Rd Wilton, NY 12831	Start Date: 9/9/21 Promised Completion BY: 10/9/21	**Cash or check payable to David Gipe**

HOURS	DESCRIPTION	EQUIPMENT/TOOLS	TOTAL
	<p><i>Knock down, trim, and clear cat tails in front of the Wilton Floors store front that obstruct the view of the business sign and building. To be sufficient so that customers can see the sign and building from the main road (Ballard Rd). <u>**Will not kill cattails or dig them out. When completed Wilton Floors will need to maintain the cat tails to avoid overgrowth in the future. Work will be done in phases with weather permitting.**</u></i></p>		
4 Hours		Use of bucket loader (Heavy Equipment) for initial push down due to the size and density of the growth. Cost includes equipment, delivery, and hourly operation.	\$1,600
Day Rate/ Flat Labor Fee		Hand Trim W/Hedge Trimmer and chainsaws, along with Plywood Method of breaking and laying down Cat Tails.	\$1,200
<p>Work Completed on: 10/1/21 **PAID IN FULL** on 10/11/21 Paid By Check # 1778 To David Gipe - <i>David Gipe</i></p>			
SUBTOTAL			\$2,800
BALANCE DUE			0

Client Agreement:
 1. Customer understands that MOST, but not all services may be managed by another contractor other than David Gipe.
 1. Balance due at completion of work in the form of Cash, or a check made payable to David Gipe.
 2. There will be an interest charge of 1.5% per month on balances exceeding 30 days from the date of this invoice.
 I/We the Clients hereby accept the above terms and conditions.

Signature: *[Signature]*

Date: 9/8/21



Adirondack Sign Company, LLC
 72 Ballston Ave.
 Saratoga Springs, NY 12866
 518-409-7446
 www.AdkSignCo.com

ADDRESS

Doug Gipe
 Wilton Floors
 400 Ballard Rd.
 Wilton, NY 12831

SHIP TO

Doug Gipe
 Wilton Floors
 400 Ballard Rd.
 Wilton, NY 12831

Estimate 14274

DATE 09/08/2021

ACTIVITY

QTY

COST

TOTAL

Update Freestanding Sign

Aluminum Signs

(2) 48" x 144" Sign Faces. Sign face will be from .040 Alum. , have a 1" x 1" Tubular Frame, Graphic to be from HP cast digital film with HP cast gloss laminate. Sign faces will over top of exiting freestanding Sign. Price includes installation.

Customer states they will handle with Town

1 2,300.00 2,300.00T

SUBTOTAL

2,300.00

TAX (7%)

161.00

TOTAL

\$2,461.00

Accepted By

Accepted Date

CASH ONLY IF ALL CheckLock™ SECURITY FEATURES LISTED ON BACK INDICATE NO TAMPERING OR COPYING

WILTON FLOORS LLC
400 Ballard Road
Wilton, NY 12831
518-584-4146

SARATOGA NATL BANK AND TR CO
50-1152/213

1778

10/11/21

Pay to the
Order of David Gipe

\$ 2,800.00

Two Thousand Eight Hundred

Dollars

Invoice 183 Cattail Removal



⑈001778⑈ ⑆021311529⑆ / 3⑈

Details on Back
CheckLock™ Securo Check

CASH ONLY IF ALL CHECKLOCK SECURITY FEATURES LISTED ON BACK INDICATE NO TAMPERING OR COPYING

WILTON FLOORS LLC

400 Ballard Road
Wilton, NY 12831
518-584-4146

SARATOGA NATL BANK AND TR CO
50-1152/213

1776

10/6/21

Pay to the Order of Adirondack Sign Company LLC \$ 2,603.31
Two Thousand Six Hundred Three 31/100 ———— Dollars

Payment for Est. #14274



⑈001776⑈ ⑈021311529⑈ 3⑈

518 584 4146

Details on Back
CheckLock - Secure Check