



Meeting of the Board of Directors

April 19th, 2021 at 4:00 pm

Via Zoom Conference Call and YouTube Livestream

Board Members Present: Chair Maria Moran, Treasurer Rocco Ferraro, Secretary Todd Kusnierz, Steve Bulger, Eric Connolly, Josh Spain, David Wood, and Benny Zlotnick, Tim Dunn, Baker, Barrett, Penny Hill, Justin Baker, Brendan Chudy, Jeff Jones, Tim Szczepaniak

Board Members Absent: None

Saratoga Partnership Staff Present: Shelby Schneider, President; Aimee Johnson, Economic Development Assistant

Guests: Justin Miller, Legal Counsel, Harris Beach; Lindsey Connors, City of Saratoga

Chairperson Maria Moran called the meeting to order at 4:00 pm.

ADOPTION OF MINUTES

March 22nd, 2021 Board Meeting

Todd Kusnierz made a motion to accept the March 22nd, 2021 minutes, seconded by Benny Zlotnick. No further discussion was made.

Vote on the motion: AYES: 14 NOES: 0. The motion carried.

TREASURER'S REPORT

Rocco Ferraro presented the SCCP statement of activity for period January 2021 – April 13th, 2021 jan-apr 13th. States it has been a quiet month in terms of activity. SCPP did receive the first quarter payment from the county, \$112,500 is in the checking account. The statement of financial comparison for April 13th, 2020 – April 13th, 2021 shows \$100k less in the bank – driven mainly by reduced funding from county but is offset by reduced expenses. Liabilities and equities on the statement of financial comparison shows the PPP as a liability, where it will stay until forgiven as grant funding. The financial position shows receipt of payment from county and we are now able to pay bills as cash flow is available. Other than the SBA PPP loan, liabilities are very limited. The statement of activity comparison for April 13th, 2020 versus 2021 shows increased grant revenue – higher than what it was last year currently. Expenditures reduced to staff reduction and office space relocation. Through April 13th we are at 30% of the budget for this year, and revenue is on target. Operating expenses are on target as well, with office equipment up slightly due to the office move – have nearly met the percentage budgeted. Programming/MOU expenses are showing variation from last year, but overall, on target.

SCPP staff will begin a review of the current budget to discuss revisions based on activity sheet, and to reflect changes that have taken place. Budget wise, we are on target. Todd Kusnierz questioned why we are over budget on legal and accounting. Shelby Schneider states this is due to the accounting bill for the 2020 audit. Todd Kusnierz agrees we should look at the budget as county bed tax is down 42% from last year at this time, should only expect about \$72k in revenue. We need to adjust the budget moving into the second quarter. Shelby Schneider states we are planning accordingly and will also be submitting a \$29k draw down from the USDA RBDG grant for time and expenses for the Next Wave Communities initiative. Rocco Ferraro states grant revenue is higher than budgeted, but that's good news. We must adjust our budget based on lower-than-expected revenue from the county.

David Wood made a motion to approve the Treasurer's Report, seconded by Tim Dunn. There was no discussion.

Vote on the motion: AYES: 14 NOES: 0. The motion carried.

RESOLUTIONS

Corporate Resolution for Adirondack Trust for Bank Account

Chair Maria Moran states: myself and Tim Dunn are on the corporate resolution for changing the banking signature cards for the Adirondack Trust accounts. There is a form that needs to be filled out to add ourselves as approved signors for the account. Shelby Schneider states it will be the Chair and the Vice Chair changed/added for the account, every time this is done everyone on the account has to go back to the back and sign the cards to approve any changes.

Rocco Ferraro made a motion to approve the resolution, seconded by Tim Szczepaniak. There was no discussion.

Vote on the motion: AYES: 14 NOES: 0. The motion carried.

NEW BUSINESS

Presentation Lindsey Connors, Community Development Planner, City of Saratoga

Lindsey Connor, City of Saratoga Community Planner, manages all the CDBG funding in the city. The city has been an entitlement community for over two decades. In the 1970's the federal government combined several other grants into one Community Development Block Grant; and the funds can be used in a variety of ways. The City of Saratoga's population is such that we qualify as an entitlement city - 300k population currently. Currently 1.4M available in funding. The city loan program can expand to the county level with the new city funding process. This would include loans for businesses, community real estate, façade improvement, incubators, etc. CDBG funding is intended to benefit low to median income brackets. It is accessed based on how it will impact that group or what opportunity it will provide for them. The other benefit of the CDBG is that the funding network that is set up and ready in the city, other funds can flow through that structure (Cares Act, for example). Each unit of local government has to opt-in to access funds for a term of three years for the entitlement program. If you receive other CDBG funds, that local government area is not eligible to participate. Second, all that do opt-in needs to have at least 100k in population with most of them being in the low to median income brackets. Shelby Schneider states based on previous outreach, this is a possibility, just for

everyone's education. This would be an extra tool for the county, SCPP could also take advantage of this. Rocco Ferraro asks how it would work out with the city being an entitlement community, how would this program model be modified if the county took over in terms of the funding process. Lindsey Connor states the county would administer the program/funding. Rebuilding Together program cannot use CDBG funds outside of the city, and the higher need might be outside of the city. Expanding the program to the entire county would have lots of benefits, the city committee reviews applications and makes recommendations back the city council – this process would be same just at the county level. Who would be on the committee and how those people are chosen needs to be discussed, and the committee needs to be representative of population that will be served – it cannot be just all council members. Rocco Ferraro adds this will benefit towns as well based on the competitive nature of grant funding, communities will be able to easily meet the criteria and benefit from access to funding. Tim Dunn asks is there any financial committee required or match? Lindsey Connor: no, just need to meet federal statutes. The city recommends a 20% match, but it is not required. This will all be discussed moving forward. Tim Dunn asks if the \$1.4m amount is a formula or fluctuating amount? Lindsey Connor states it is based on formulas by HUD, so it fluctuates a little by year, depending on the size of the pie at the federal level and slices based on qualified participants. It is usually in the \$315-\$298ish range for the city. Tim Dunn states that moving forward, the workforce development component of this program would be attractive to companies. Lindsey Connor adds that a required part of funding is the creation of a consolidated plan every 5 years that delineates spending at the county level, SCPP would be consulted on the created of these priorities. Shelby Schneider states that the benefit is that one is it is in place and funding flows through the existing structure without requiring an application. Benny Zlotnick asks what are the low to moderate income communities? Lindsey Connors says she a spreadsheet available that lists communities with their % of low-moderate income rates - she will send it to Shelby. Rocco Ferraro asks with the city continuing to administer the program... how is that decision made? Lindsey Connor states yes, based on existing relationship with city – the county will take over administration. Rocco Ferraro adds there is potential for county-wide benefit here, with no competition this would benefit smaller communities who don't have the resources to apply for other funding. Lindsey Connor: yes, it opens opportunities for me to provide guidance on the larger county level to applicants. Chair Maria Moran thanks Lindsey Connor for the presentation.

CDRPC Cares Act Subaward Overview

Shelby Schneider provides a quick overview from past week's workshop with CDRPC. There is an EDA fund of \$400k - half of that is to be distributed among four counties in the region. \$50 is earmarked for Saratoga County – the only requirement is that Saratoga County to let CDRPC know which entities the funds will go to over the two-year period. Funding can be used for everything from economic development to planning, workforce development and infrastructure. So many businesses are still operating through this shelter in place even with an employee and skills. It is impacting logistics and hospitality and even tourism sectors. Many of the workforce development training programs in place have economic development and regional employers... supporting the workforce development board and training opportunities through workforce training funds is crucial to make a concerted effort to engage and recruit throughout the employment process. It is up to the county to determine to release

the funds. Broadband expansion could be a regional bandwagon as well, to find a solution for the region. This is federal money with reporting, we would be a sub-awardee under CDRPC for COVID resiliency. Rocco Ferraro asks would the county have to seek authorization from CDRPC? Shelby Schneider states yes, once the authorized entity contracts with CDRPC and makes a budget plan for the use of funds, then the funds can begin to flow. The next opportunity to take advantage of this funding will be at the CDRPC board meeting in May. Rocco Ferraro asks if other counties have signed off and are participating. Shelby Schneider says yes. Steve Bulger states he has spoken with CDRPC, the county is going to use the funding for infrastructure resiliency. We have been working on this with them and the Supervisors have decided on this to move forward.

Creation of Strategic Planning Committee

Chair Maria Moran opens the discussion to put together a group for the committee. Shelby Schneider states this committee would operate at the SCPP level; this would not be an official committee. Let's look at economic development instead of operations. It would be great to work together with strategic guidance. I sent a quick overview of what the committee could look like and potential priorities (see white paper sent with board packet). Multiple communities are facing infrastructure challenges, for example. We can make sure we have the staff and finances to move on chosen priorities. Build capacity and networks with board and staff but also county and other agencies and communities, etc. Tim Dunn commends Shelby Schneider for putting together white paper. Underscored by Phil Barrett's previous opinion about moving with urgency, this could be a good place to better align goals and metrics to make rubber meet the road. A committee like this should be nimble and organic, not set in stone. We want to be flexible to respond. Chair Maria Moran states options are a good thing. There should be financial oversight with grants committee for a financial component of reporting. Rocco Ferraro asks a question about the objective, is this focused on strategic planning for SCPP or the county? Timm Dunn suggests a bit of both. It is important for both the SCPP and the county to be rowing in the same direction. Rocco Ferraro asks if the committee would confer on bringing in outside entities, likes the idea. Adds that the committee needs a sense of goals in terms of our priorities first. Shelby Schneider states that is why we have all our committees – to make sure the mission and bylaws are followed. This will impact the overall economy and community, maybe some partners are working on parallel paths. This is an effort to work together for best possible outcomes. Rocco Ferraro wants to make sure we are on the same page before bringing in other groups for a broader committee. Don't want to jump in and engage without having assurance from the board on SCPP mission. Tim Dunn adds that we must make the first step. He took Phil Barrett's comments to heart about the urgency of action. Rocco Ferraro asks will private businesses be engaged. Shelby Schneider states that is part of the discussion yet to be had. With funding coming from the federal government, it would be helpful for other entities to have some strategic priorities that we are all working on together. This is just a starting point. Rocco Ferraro states I just want to make sure we are representing the interests of SCPP. Chair Maria Moran suggests we decide at the next board meeting – after thinking about it. Shelby Schneider suggests that between now and the next board meeting we can talk to potential members on the list to discuss if and how to proceed with this committee. We can dig into our county agreement as well. I will come back with a board report. Chair Maria Moran says, yes thank you.

PRESIDENT'S REPORT

Shelby Schneider states the PARIS ABO annual report has been submitted. Reminder to all board. Members that their conflict of interest and fiduciary responsibility forms are due and required for our annual compliance. ABO board member training must be completed as well. SCPP received its first quarter payment from the county along with a finalized contract. In terms of BRE, there are quite a few businesses looking to expand into Saratoga County. Infrastructure continues to be a big issue. For example, water a sewer on one project is expected to cost over \$650k for initial engineering. Looking at potentially securing grant funding for that. There is a manufacturing expansion project in southern Saratoga County - w do not have a lot of property available for investor's which puts us at a disadvantage for this type of project. Time is money especially with water and sewer issues. Indoor sports and recreation projects are still in the works. Workforce development board is still looking at a CDL training program with existing logistics sector to address the driver shortage. We are still working to develop a white paper to address potential training school issues. The workforce development board is working to get the word out about job openings. We currently have more jobs than qualified employees – need to tackle this before we try to bring in new employers. Warren County and Saratoga County training offices are looking at at a feredal grant to increase chaildcare openings. The CDG regional talent attraction camaping is underway to attrct younger residents. The Northern Towns study by Behan is fibalized and deals with several Adirondack communities all facing similar challnges. They are looking at population and possibley the economic impact of COVID causing an increase in fulltime residents. Ballston Spa properties in the central business district were walked through again with potentiaonal investorscent looking at mixed-use development. A lot of interest there. A 15-acre nursing home is of particular interest for development. MaltaWorks is going well. We have spent \$3200 our of grant funding with a few weeks left in the initiative. This is providing exposure for small, local businesses. The Next Wave Galway senior housing study is underway. The Village of Victory's natural gas expansion could help the community bring natural gas to all of its residents. Luther Forest Tech Campus PDD is moving, addressing traffic challenges with a poitential Northway exit. Traffic improvements will help stimulate the Malta economy as well. NY Loves Nanothech Federal Government Chips Act has not yet been funded. We need to undersand this funding through the U.S. Department of Commerce – it will be extremely competitive. Fundng is for growth and expansion in the chip sector here and all over the country. Complete applications need to include workforce training and infrasturrece for indusrty growth. We need to caitialize on this. That is it for now. Chair Maria Moran thanks Shelby Schneider for the presentation.

ADJOURNMENT

Tim Dunn made a motion to adjourn the meeting, seconded by Benny Zlotnick. No further discussion was made.

Vote on the motion: AYES: 14 NOES: 0. The Motion was carried.

The meeting adjourned at 5:13. pm.

Recording Secretary _____