

Anthony J. Picente Jr.
County Executive

Shawna Papale
Executive Director/Secretary/Treasurer

Timothy Fitzgerald
Assistant Secretary



Oneida County Local Development Corporation

*584 Phoenix Drive • Rome, New York 13441
315-338-0393 • Fax-315-338-5694*

Stephen R. Zogby
Chairman

David C. Grow
Vice Chairman

Franca Armstrong

James J. Genovese, II

Aricca R. Lewis

Kristen H. Martin

Tim R. Reed

To: Oneida County Local Development Corporation Board of Directors
From: Tim Fitzgerald
Date: May 8, 2026
RE: OCLDC Meeting Agenda

The Oneida County Local Development Corporation shall meet at **9:00 AM (immediately AFTER the OCIDA meeting), Friday, May 15, 2026 at 584 Phoenix Drive, Rome, NY 13441.**

Members of the public may listen to the Agency meeting via Microsoft Teams, by following the link: [OCIDA Meeting | Meeting-Join | Microsoft Teams](#), or attend in person. The Minutes of the Corporation meeting will be transcribed and posted on the OCLDC website.

1. Executive Session
2. Approve minutes – March 27, 2026
3. Financial Review
4. Consider a resolution adopting a **Videoconferencing policy**. The Agency conducted a public hearing on April 28, 2026.
5. Ratify a resolution relating to **governance policies**. The LDC adopted a resolution on December 12, 2025 adopting governance policies in the same form as those adopted by OCIDA, with such changes necessary to conform policies to LDC governance. The final policies have been provided to the board members and the Agency wishes to ratify them.

Old Business

Next meeting date: **Friday, June 26, 2026, at 8:00 AM at 584 Phoenix Drive, Rome, NY.**

Minutes of the Meeting of the
Oneida County Local Development Corporation

March 27, 2026

584 Phoenix Drive, Rome, NY /Teams Meeting

Members Present: Steve Zogby, David Grow, Aricca Lewis, James Genovese, Tim Reed, Franca Armstrong, and Kristen Martin.

EDGE Staff Present: Shawna Papale, Marc Barraco, Tim Fitzgerald, Julie Daskiewich, and Rachel Hadden.

EDGE Staff Virtual: Mark Kaucher

Others Present Virtually: Laura Ruberto, Bond Schoeneck & King, Linda Romano, Bond Schoeneck & King; Mark Levitt, Levitt & Gordon.

S. Zogby started the meeting at 9:12 am.

Minutes – February 20, 2026

S. Zogby presented the draft of the February 20 meeting minutes for review. **T. Reed moved to approve the February 20, 2026, meeting minutes. A. Lewis seconded the motion, which carried 7-0.**

2025 Audit

R. Hadden presented the draft 2025 Audit to the board. R. Hadden stated that the Audit Committee met with the auditors at The Bonadio Group. R. Hadden stated that the Committee accepted the auditor’s unqualified opinion, and that no issues were identified in the audit. As such, the Committee offered the draft audit to the Board for acceptance and filing. R. Hadden reported that cash decreased due to the absence of bond revenue, with a receivable note from the Fulton County Center of Regional Growth. At the same time, a new intangible asset was recorded for the New York State website revamp, and organizational costs remained largely unchanged. Donor-restricted cash was spent on workforce development funds, resulting in a total change in net assets of negative \$228,000 and a cash flow decrease of approximately \$260,000. Notes highlighted credit risk, related parties, and adherence to FDIC limits. **A. Lewis moved to approve the 2025 Audit. J. Genovese seconded the motion, which carried 7-0.**

Financial Review

R. Hadden presented the financials to the board. There isn’t much to update the board on: \$62,000 in Hamilton College bond revenue, and one CD has matured. EDGE has received inquiries about potential new bond projects. **The Agency received and accepted the financials as presented, subject to audit.**

Ratify and confirm PAAA Submissions

S. Zogby presented the required PAAA documents. **J. Genovese made a motion to approve the PAAA documents as presented. K. Martin seconded the motion. The motion carried 7-0.**

OCLDC Mission Statement Ratification & Approval of Performance Measurements

S. Zogby presented the OCLDC Mission Statement Ratification & Approval of Performance Measurements. **F. Armstrong made a motion to approve the OCLDC Mission Statement Ratification & Approval of Performance Measurements. T. Reed seconded the motion. The motion carried 7-0.**

Adjournment

With no further business, S. Zogby asked for a motion to adjourn. **At 9:19 AM, A. Lewis moved, and F. Armstrong seconded a motion to adjourn. Motion carried, 7-0.**

Respectfully Submitted,
Julie Daskiewich

Oneida County Local Development Corporation
Notes Accompanying the Financial Statements Ending:
April 30, 2026

Balance Sheet:

1. Cash increased \$12,729 over the last 12 months.
2. Marcy Nano Wetlands restriction are funds deposited in escrow with the LDC by EDGE: these funds are to be held in escrow by the LDC to secure the performance by EDGE of certain of its obligations under a Section 404 permit issued by the U.S. Army Corp of Engineers on July 28, 2014; the LDC has recorded a liability of equal amount.
3. The CD held with Key Bank was closed. All accounts were made current by March 31st.
4. There is \$75,000 due back from FCCOG for the reimbursable sponsorship paid in 2025, as well as a prefunded ACH transfer recorded that will reverse on May 1st to pay vendors.
5. The balance in accrued expenses is four months of the 2026 audit fee.
6. Overall OCLDC Net Assets have decreased 19% over the last 12 months.

Budget Comparison Report (Income Statement)

1. The Hamilton Bond closed in February, netting a revenue for bond fees of \$62,850.
2. OCLDC approved supporting the EDGE-ATREG service agreement and \$12,500 was drawn down in April.
3. Year-to-date net income: \$727

Oneida County Local Development Corp
Balance Sheet
April 30, 2026 and 2025

	Current Year	Prior Year
Assets		
Current Assets		
Cash and Cash Equivalents	232,848	220,118 ¹
Restricted Cash - Marcy Nano Wetlands Escrow	319,787	312,499 ²
Investments	0	274,107 ³
Prepaid Expense	1,385	4,568
Due From Other	109,811	0 ⁴
Total Current Assets	663,832	811,293
Fixed Assets		
Computer Equipment - Net	3,249	8,123
Intangible Assets - Net	3,406	0
Fixed Assets	6,655	8,123
Other Assets		
Organization Expenses	17,567	17,567
Amortization Organization Costs	(13,908)	(13,029)
Total Other Assets	3,660	4,538
Total Assets	674,146	823,954
Liabilities & Net Assets		
Liabilities		
Current Liabilities		
Accounts payable	24,395	3,311
Accrued Expenses	1,917	2,269 ⁵
Total Current Liabilities	26,311	5,580
Long Term Liabilities		
Marcy Nano Wetlands Escrow	319,787	312,499 ²
Total Long Term Liabilities	319,787	312,499
Total Liabilities	346,099	318,079
Net Assets		
OCLDC Net Assets - Board Restricted	0	100,000
OCLDC Net Assets	328,048	405,875 ⁶
Total Net Assets	328,048	505,875
Total Liabilities & Net Assets	674,146	823,954

Oneida County Local Development Corp
 Budget Comparison Report
 Current Period: 4/1/2026 - 4/30/2026
 Budget Period: 1/1/2026 - 12/31/2026

	Current Period Actual	Current Period Budget	Year-to-Date Actual	Year-to-Date Budget	Yearly Budget	Remaining Budget
Revenue						
Bond Fees	0	0	62,850 ¹	0	0	(62,850)
Interest Income Banks	3	667	2,197	2,667	8,000	5,803
Revenue	<u>3</u>	<u>667</u>	<u>65,047</u>	<u>2,667</u>	<u>8,000</u>	<u>(57,047)</u>
Expenses						
Bank Service Charges	20	0	100	0	0	(100)
Dues and Subscriptions	0	583	0	2,333	7,000	7,000
Support - Special Econ Develop Projects	12,500	0	12,500 ²	0	0	(12,500)
Contract Services Special E-D	0	1,042	0	4,167	12,500	12,500
Contracted Services Auditing	479	479	1,917	1,917	5,750	3,833
Consulting Legal Expenses	1,150	1,150	3,510	4,600	13,800	10,290
Contract Services Marketing	89	92	354	367	1,100	746
Contracted Services- Other	347	532	1,642	2,126	6,378	4,736
Insurance	42	92	169	367	1,100	931
Service Fees -EDGE	10,417	10,417	41,667	41,667	125,000	83,333
Amortization Expense	209	209	838	838	2,513	1,675
Depreciation Expense	406	406	1,625	1,625	4,874	3,249
Expenses	<u>25,659</u>	<u>15,001</u>	<u>64,321</u>	<u>60,005</u>	<u>180,015</u>	<u>115,694</u>
Excess or (Deficiency) of Revenue Over Expenses	<u>(25,656)</u>	<u>(14,335)</u>	<u>727 ³</u>	<u>(57,338)</u>	<u>(172,015)</u>	<u>(172,742)</u>

Oneida County Local Development Corp
Statement of Cash Flows
For the Period Ending April 30, 2026

Cash Flows From (Used by) Operating Activities	
Increase (Decrease) in Net Assets	\$ (177,827)
Adjustments for Noncash Transactions	
Depreciation and Amortization	878
(Increase) Decrease in Assets	
Accounts Receivable	(109,811)
Prepaid Expenses	3,183
Investments	274,107
Increase (Decrease) in Liabilities	
Accounts Payable and Accrued Liabilities	<u>20,732</u>
Net Cash Flows From Operating Activities	11,262
Cash Flows From (Used By) Investing Activities	
Capital Expenditures	<u>1,468</u>
Net Cash From (Used by) Investing Activities	1,468
Cash Flows From (Used By) Financing Activities	
Repayments of Long Term Debt	0
Proceeds from Long Term Debt	<u>0</u>
Net Cash Flows (Used by) Financing Activities	0
Net Increase (Decrease) in Cash and Cash Equivalents	12,729
Cash and Cash Equivalents, Beginning of Period	220,118
Cash and Cash Equivalents, End of Period	<u><u>\$ 232,848</u></u>

ONEIDA COUNTY LOCAL DEVELOPMENT CORPORATION POLICY

PROCEDURES FOR DIRECTOR VIDEOCONFERENCING PURSUANT TO PUBLIC OFFICERS LAW §103-A AND GENERAL MUNICIPAL LAW §857.

In compliance with Public Officers Law (POL) §103-a(2)(a), the Oneida County Local Development Corporation (the "Corporation") following a public hearing, authorized by resolution on _____, 20____, the use of videoconferencing as described in POL §103-a.

The following procedures are hereby established through this policy (the "Policy") to satisfy the requirement of POL §103-a(2)(b), that any public body which in its discretion wishes to permit its members to participate in meetings by videoconferencing from private locations - under extraordinary circumstances - must establish procedures governing member and public attendance.

1. Pursuant to POL §103-a(2)(c), each member of the Corporation's Board of Directors (the "Board") shall be physically present at any meeting of the Corporation unless such director is unable to be physically present at one of the designated public meeting locations due to extraordinary circumstances.
2. For purposes of this Policy, the term "extraordinary circumstances" includes disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes the director's physical attendance.
3. Regardless of any extraordinary circumstances, each member of the Board must be physically present at the designated public meeting location in Rome, New York, or at other designated public meeting locations as may be determined by the Corporation, for no less than Sixty Percent (60%) of the regularly scheduled meetings of the Corporation within any given calendar year. The Corporation will evaluate director attendance on an end-of-calendar-year basis, and report to the appointing authority at that time any director that did not meet the attendance threshold.
4. The foregoing provisions of paragraphs 1-3 of this Policy shall not apply during a state disaster emergency declared by the governor pursuant to Executive Law §28, or a local state of emergency proclaimed by the chief executive of Oneida County pursuant to Executive Law §24, if the Corporation determines that the circumstances necessitating the emergency declaration would affect or impair the ability of the Corporation to hold an in-person meeting.
5. If a director is unable to be physically present at one of the designated public

meeting locations and wishes to participate by videoconferencing from a private location due to extraordinary circumstances, the director must notify the Executive Director of the Corporation no less than four (4) business days prior to the scheduled meeting in order for proper notice to the public to be given. If extraordinary circumstances present themselves on emergent basis within four (4) days of the meeting, the Corporation shall update its notice as soon as practicable to include that information. If it is not practicable for the Corporation to update its notice, the Corporation's Board of Directors shall note the unexpected absence, reason for the delay or inability to notify the public of such absence, and the extraordinary circumstances leading to such absence in the minutes of the Corporation for said meeting to put the public on notice.

6. If there is a quorum of the Board participating at a physical location(s) open to the public, the Corporation may properly convene a meeting. A director who is participating from a remote location that is not open to in-person physical attendance by the public *shall not* count toward a quorum of the Corporation, but may participate and vote if there is a quorum of the Board at a physical location open to the public in Rome, New York, or at any other public location as provided in the notice. Notwithstanding the in-person quorum requirements, a director with a disability as defined in Executive Law §292 will be managed on a case-by-case basis pursuant to POL §103-a(2)(c).
7. Except in the case of executive session conducted pursuant to POL §105, the Corporation shall ensure that all directors attending can be heard, seen, and identified for all proposals, resolutions, and any other conduct, including but not limited to any motions, proposals, resolutions, and any other matter formally discussed or voted upon. This shall include the use of first and last name place cards physically placed in front of the Board, or directors participating through videoconference from an outside location due to extraordinary circumstances, being identified by their full first and last name on the videoconferencing screen.
8. The minutes of the meeting involving videoconferencing based on extraordinary circumstances pursuant to POL §103-a shall include which, if any, directors participated by videoconference from an outside location due to such extraordinary circumstances, and which directors had to leave any meeting prior to its conclusion due to any extraordinary circumstances.
9. Pursuant to POL §103-a(2)(g), if videoconferencing is used to conduct a meeting of the Corporation, the public notice for such meeting shall inform the public that videoconferencing will be used, where the public can view and/or participate in

such meeting, where required documents and records will be posted or available, and identify the physical location for the meeting where the public can attend.

10. Pursuant to POL §103-a(2)(g) and General Municipal Law (GML) §857, the Corporation shall, to the extent practicable, stream all open meetings and public hearings on its website in real-time. The Corporation shall further post video recordings of all open meetings and public hearings on its website within five (5) business days of the meeting or hearing and shall maintain such recordings for a period of not less than five (5) years. Such recordings shall be further transcribed upon request.

11. If the Corporation uses videoconferencing to conduct a meeting, the public body shall provide the opportunity for members of the public to view such meeting via video that is consistent with the Americans with Disabilities Act ("ADA"), as amended, and to participate in proceedings via videoconference in real time where public comment or participation is authorized, and shall ensure that videoconferencing authorizes the same public participation or testimony as in-person participation or testimony.

12. The Corporation shall publish this Policy on the Corporation's website for public view.

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TO: OCLDC Board of Directors
FROM: Tim Fitzgerald
DATE: April 28, 2026
RE: Videoconferencing Policy, Public Hearing

April 28, 2026, Public Hearing
584 Phoenix Drive, Rome, NY

Representing the Agency: Tim Fitzgerald, Executive Director

Attendees: Julie Daskiewich, MV EDGE

Public hearing opened at 9:45 AM.

Reading of the public hearing notice was waived.

There were no comments.

Public Hearing was closed at 9:57 AM