

**Minutes of the City of Mount Vernon Industrial Development Agency
January 13, 2022**

A meeting of the Board of Directors (“Board”) of the City of Mount Vernon Industrial Development Agency (“Agency”) was held on Thursday, January 13, 2022 in the Mayor’s Conference Room, City Hall, 1 Roosevelt Square, Mount Vernon, New York 10550 and via video conference.

Present: Hon. Shawyn Patterson-Howard
Brian G. Johnson, Esq.
Darren M. Morton, Ed.D
Stephanie Vanderpool

Absent: None

Also Present: Kristyn Reed, Chief of Staff
Robin Mack, Director of Business Development
Michael Curti, Esq., Harris Beach PLLC
Julie Marshall, Harris Beach PLLC

The meeting was called to order at 10:11 AM by Chairwoman Patterson-Howard. A quorum of members was present.

Minutes of the December 9, 2021 meeting were reviewed and unanimously approved.

D. Morton, Agency Treasurer, provided a review of the financial statements and PILOT payments received to date. Dr. Morton noted the significant increase to the PILOT and Fees, Rent and Lease income during the 4th Quarter. This is a result of year-end due dates. PILOT Payments will be distributed to the respective taxing jurisdictions.

Business Development Report

R. Mack reported that completion of the Health Care Assessment Survey is a 1st Quarter 2022 goal. She will work with interns, labor unions and community partners to disseminate the survey.

Additional planning is needed regarding distribution of American Rescue Plan Act (“ARPA”) funds to small businesses.

Programming through the Small Business Administration Service Corps of Retire Executives (“SCORE”) is coming on line to assist business start-ups with mentorship and coaching.

The IDA is also partnering with the Westchester County Catalyst Program to benefit small businesses.

Resolutions

Resolution 1/2022-1 Authorizing RBT Additional Services

Mr. Curti noted that RBT is working complete the 2019 and 2020. Due to 2 administrations and 2 financial recordkeeping platforms during 2019, recreation of much of the recordkeeping is necessary and additional assistance may be required to complete. Once all fiscal audits are complete, the Agency will submit state required reports to bringing it into compliance, enabling the Agency to undertake projects.

Chair Patterson-Howard noted that since January 2020 more than \$2 million in outstanding fees and PILOT Payments have been collected by the IDA.
The resolution was reviewed and unanimously adopted.

Resolution 1/2022-3 Authorizing Payment of Invoices
The resolution was reviewed and unanimously adopted.

Motion by S. Patterson-Howard, seconded by D. Morton to enter into executive session at 10:36 AM to discuss litigation matters and the financial condition of a company. The motion was unanimously approved.

Motion by S. Vanderpool, seconded by D. Morton to exit executive session and return to public session at 11:24 AM. The motion was unanimously approved.

No action was taken during Executive Session.

Resolution 1/2022-2 Authorizing Settlement Agreement
The resolution was reviewed and unanimously adopted.

Report of Agency Counsel
No report.

A motion was made by B. Johnson, seconded by D. Morton to adjourn the meeting. The motion was adopted by unanimous consent at 11:26 AM.

Respectfully submitted by Julie Marshall