

**Minutes of the City of Mount Vernon Industrial Development Agency
February 10, 2022**

A meeting of the Board of Directors (“Board”) of the City of Mount Vernon Industrial Development Agency (“Agency”) was held on Thursday, February 10, 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: Robin Mack, Director of Business Development
 Michael Curti, Esq., Harris Beach PLLC
 Julie Marshall, Harris Beach PLLC
 Tor Newman, Ace Natural Foods

The meeting was called to order at 10:13 AM by Chairwoman Patterson-Howard. A quorum of members was present.

Minutes of the January 13, 2022 meeting were reviewed and unanimously approved.

Financial Report

D. Morton, Agency Treasurer, provided a review of the financial statements and PILOT payments received to date. The significant increase to the PILOT and Fees, Rent and Lease income during the 4th Quarter is a result of year-end due dates and staff collection efforts. PILOT Payments will be distributed to the respective taxing jurisdictions. The IDA will undertake a close review of PILOT Agreements.

D. Morton reported that the 2019 and 2020 audit is moving forward. Reconciliation of PILOT Escrow Accounts is underway. QuickBooks entry of 2019 and 2020 has been completed.

Business Development Report

R. Mack reported that outreach related to the Community Health Needs Assessment Survey continues.

Ribbon cuttings are scheduled for February and March.

Black History Month activities to highlight black-owned business are taking place in February.

A webinar entitled *Strategies to Accelerate Growth* is scheduled for February and March.

Resolutions

Resolution 2/2022-1 Authorizing Payment of Invoices
The resolution was reviewed and unanimously adopted.

Resolution 2/2022-2 Authorizing Relief of Penalties for Ace Natural Foods, Inc.

Tor Newman addressed the board regarding the matter. The IDA does not issue invoices for PILOT payments and the matter “fell through the cracks”. Ace is a restaurant and wholesale food distributor that has been hit hard by the pandemic and is struggling to keep up. As such, the company is seeking relief of penalties for the PILOT payment due in July 2021. Ace has achieved their employment threshold but does have challenges to fill open positions. It was recommended that Ace work with the County of Westchester Office of Workforce Development to post open employment positions.

The resolution was reviewed and unanimously adopted.

Mr. Newman departed the meeting.

Resolution 2/2022-3 Authorizing Relief of Penalties – Oakwood Gardens Preservation

The resolution was reviewed and unanimously adopted.

Resolution 2/2022-4 Adopting Agency Mission Statement and Performance Measurements Goals

The resolution was reviewed and unanimously adopted.

Motion by B. Johnson, seconded by S. Patterson-Howard to enter into executive session at 10:55 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 11:23 AM. The motion was unanimously approved.

No action was taken during Executive Session.

Resolution 2/2022-5 Authorizing Settlement Agreement – Universal Engineering

The resolution was reviewed and unanimously adopted.

Report of Agency Counsel

No report.

A motion was made by B. Johnson, seconded by S. Vanderpool to adjourn the meeting. The motion was adopted by unanimous consent at 11:28 AM.

Respectfully submitted by Julie Marshall