

FINAL
CITY OF PEEKSKILL INDUSTRIAL DEVELOPMENT AGENCY
FINAL MEETING MINUTES
Tuesday, February 28, 2023 at 7:00 P.M.

The Chair opened the Public Hearing for the Teleconferencing Policy Public Hearing and Mr. Miller explained the purpose of the Policy as providing for Board Members with proper authorization to be able to participate in and vote at meetings; but not be counted to make a Quorum. There being no further comments the Public Hearing was closed.

Board Members Present: Deborah Post, Alan Kravitz, Juliene Bell-Smith, Rohan de Freitas, and Janice Thompson who was participating to the discussion via Zoom.

Board Members Absent: Drew Claxton

Staff Present: Matthew Rudikoff, Executive Director, Justin Miller, Counsel (via Zoom)

Also Present: Matthew Alexander, City Manager, MJM Television and Video Productions

The Chair opened the meeting at 7:08 PM and indicated that simultaneously the PFDC meeting was also being opened and that pertinent parts of the discussions would be included in both sets of meeting minutes.

Ms. Post stated that with the Teleconferencing Policy Public Hearing closed the Board can consider the Resolution adopting the Policy which for this meeting would allow Ms. Thompson to participate in voting subsequent to the adoption of the Policy. Ms. Bell-Smith moved and Mr. Kravitz seconded a motion adopting the Resolution and approving the Policy. Motion Carried.

Resolution No. 2023 - 1

RESOLUTION OF THE CITY OF PEEKSKILL INDUSTRIAL DEVELOPMENT AGENCY (“AGENCY”) ADOPTING A VIDEOCONFERENCING POLICY TO ALLOW THE USE OF VIDEO CONFERENCING FOR PUBLIC MEETINGS UNDER EXTRAORDINARY CIRCUMSTANCES PURSUANT TO SECTION 103-A OF THE NEW YORK PUBLIC OFFICERS LAW

WHEREAS, by Title 1 of Article 18-A of the General Municipal Law of the State of New York, as amended, and Chapter 671 of the Laws of 1974 of the State of New York, as amended (collectively, the “Act”), the City of Peekskill Industrial Development Agency (the “Agency”) was created with the authority and power to own, lease and sell property for the purpose of, among other things, acquiring, constructing and equipping industrial, manufacturing and commercial facilities as authorized by the Act; and

WHEREAS, Section 103-a of the New York Public Officers Law (“POL”), as enacted by Part WW of Chapter 56 of the Laws of 2022, permits public bodies such as the Agency to authorize their members to attend meetings by videoconference from locations that are not open to the public (“private locations”), when necessitated by “extraordinary circumstances,” provided that (i) the

number of members of the public body who attend the meeting at location(s) where the public can attend is at least equal to the number required to satisfy the public body's quorum requirement, (ii) the public body has established written procedures governing member and public attendance consistent with Section 103-a of the POL, (iii) such written procedures are conspicuously posted on the public website of the public body, and (iv) the other criteria specified in Section 103-a of the POL are satisfied; and

WHEREAS, Agency staff, in consultation with the Agency's general counsel, have prepared a draft policy in compliance Section 103-a of the POL entitled **Public Meeting Videoconference Policy** (the "Videoconferencing Policy") attached hereto as **Exhibit A**; and

WHEREAS, Section 103-a(2)(a) of the POL requires that the Agency must adopt a resolution after a public hearing (the "Public Hearing") in order to authorize videoconferencing from a private location and as described within the Videoconferencing Policy; and

WHEREAS, the Agency duly scheduled, noticed and conducted the Public Hearing on February __, 2023 and the Agency has taken into consideration all comments received; and

WHEREAS, the Agency deems it necessary and appropriate for the board and all committees or subcommittees of the Agency now existing or hereafter established be authorized to use videoconferencing to conduct meetings in the manner contemplated by Section 103-a of the POL.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF PEEKSKILL INDUSTRIAL DEVELOPMENT AGENCY, AS FOLLOWS:

Section 1. The Agency hereby approves and adopts the Videoconferencing Policy and authorizes the Agency and any and all committees or subcommittees of the Agency now existing or hereafter established to use videoconferencing to conduct meetings in the manner authorized by Section 103-a of the POL, including meetings where a member who is unable to be physically present at any such meeting location due to extraordinary circumstances is permitted to attend and participate in the meeting by videoconferencing from a remote location that is not open to the public.

Section 2. The Agency directs that the Videoconferencing Policy be conspicuously posted on the public website of the Agency in compliance with Section 103-a of the POL.

Section 3. Any and all actions heretofore taken or authorized by the Agency and/or its members, officers, employees and agents with respect to this Resolution are hereby ratified, approved and confirmed in all aspects.

Section 4. This Resolution shall take effect immediately upon adoption.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<u>Yea</u>	<u>Nea</u>	<u>Absent</u>	<u>Abstain</u>
Deborah Post	[X]	[]	[]	[]
Alan Kravitz	[X]	[]	[]	[]
Janice Thompson	[]	[]	[]	[]
Julienne Bell-Smith	[X]	[]	[]	[]
Rohan de Freitas	[X]	[]	[]	[]
Drew Claxton	[]	[]	[X]	[]

The Resolution was thereupon duly adopted.

STATE OF NEW YORK)
COUNTY OF WESTCHESTER) ss:

I, the undersigned Secretary of the City of Peekskill Facilities Development Corporation (PFDC), DO HEREBY CERTIFY:

That I have compared the foregoing extract of the minutes of the meeting of the PFDC (the “Agency”) including the resolution contained therein, held on February 28, 2023, with the original thereof on file in my office, and that the same is a true and correct copy of the proceedings of the Agency and of such resolution set forth therein and of the whole of said original insofar as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that all members of said Agency had due notice of said meeting, that the meeting was in all respects duly held and that, pursuant to Article 7 of the Public Officers Law (Open Meetings Law), said meeting was open to the general public, and that public notice of the time and place of said meeting was duly given in accordance with Article 7.

I FURTHER CERTIFY that there was a quorum of the members of the Agency 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 modified.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of said Agency this ___ day of February 28, 2023.

Janice Thompson
Secretary

There being no correspondence, Ms. Post introduced consideration of the Minutes January 24, 2023 and Mr. Rudikoff and Ms. Post identified typos to be corrected and Ms. Post suggested that the EDA CD450 Kitchen Incubator authorizing Resolution and also that the 2023 PIDA adopted meeting schedule be included in the PIDA minutes. Ms. Bell-Smith moved and Mr. DeFreitas seconded a motion approving the corrected PIDA Minutes of January 24, 2023. Motion Carried.

Ms. Post asked about the Financial Reports and Mr. Rudikoff stated that Mr. Boyd was not able to me at the meeting and would make a combined Financial Report at the next meeting which would be combined with the PARIS Report presentation being made at the March 28, 2023 meeting.

Ms. Post indicated that the next item of business is an update on the Peekskill Fire House Kitchen Incubator (PFKI) and Mr. Rudikoff began by indicating that at the last update the Board was told that we were awaiting the scheduling of the US Economic Development Administration Project kick-off meeting; and that has now been scheduled for March 6, 2023 which will be by teleconferencing and will include himself, Mr. Boyd, Mr. Kravitz, Ms. Gibbons, Ms. Novick and Mr. Thompson, AIA and that a review of all the administrative and financial procedures and reporting requirements will be reviewed and an item of

major consequence to the immediate schedule is the requirement that RFP's for grant eligible sub-consultants for Civil Engineering, Mechanical Engineering and Kitchen Consulting Services must be preapproved before issuance of the RFP. Ms. Post asked if we had already issued the Civil Engineer RFP and Mr. Rudikoff responded that we had; and will have to be reissuing that RFP after EDA approves the form of the RFP, however, that the use of Joseph Thompson on a non grant eligible basis was fine with EDA.

Mr. Rudikoff, went on explaining that the Westchester County has agreed to fund Phase 1 and Phase 2 of that work including: Planning Board approvals, assistance with procuring and managing other sub-consultants; preparing Incubator plans and specifications for bidding, bid review and contract award. PIDA/PFDC would pick up Phase 3 and 4 up to \$27,000 to take us through construction inspection and management.

Ms. Post indicated that City Manager Alexander joined the call to participate in the discussion of the Peekskill Retail Incubator Emporium and Event Venue (PRIEEV) which is on the PFDC Agenda and the Board agreed to hear that item next which will be detailed in the PFDC Minutes for this evenings meeting. Prior to that, Mr. Kravitz addressed City Manager Alexander about the PFKI schedule, the need to have the building empty of City material, access to the building and the issue of the approximately \$16,000 building Permit fee. Mr. Alexander said he had discussed these issues with Mr. Rudikoff and the City will look into these matters and make sure the Incubator Project can move forward.

The continuing discussion of the PRIEEV will be noted in the PFDC Minutes. At the conclusion of that discussion, Ms. Post indicated that the next order of business is an update on the DRI Marketing, Branding, Social Media and Wayfinding Project on the PIDA Agenda which discussion is continued here, in the PIDA Minutes.

Mr. Rudikoff summarized that the 20 consultant proposals for the DRI Marketing, Branding, Social Media and Wayfinding Project were reviewed and 6 interviews are in the midst of being conducted after which the decision making will continue with internal discussions, seeking further information if necessary from the consultants, checking references, having the Project Advisory Committee appointed and having decisions presented to the Council for their decisions. The proposals received were positive and it seems reasonable choices seem to be available.

Ms. Post introduced the next order of business being the Workforce Development Committee and Mr. DeFreitas stated that there has not been a meeting but that Business development representatives of the DC9 Painters Union attended this evening's PIDA meeting with an orientation toward training and apprenticeship programs. Mr. DeFreitas added that DC9 is one of the more progressive Unions and that its tie-ins with Schools, the Youth Bureau, PIDA Board members and PIDA projects should be followed up on.

Ms. Post introduced the next item as an update videographer experience with interns and the cost of apprenticeship opportunity for both administrative costs and stipends, worthwhile apprenticeship. In principal the PIDA Board supportive and requests that the Board direct Mr. Miller and Mr. Rudikoff Ms Post inquired what conditions. Money to the art and we get rights to the video.

Mr. Miller commented on the assistance pathways to provide the Public Art funding, stating that the art can be hard costs for the art and that the PFDC job training funding is more flexible in terms of the video

rights,, milestones, apprenticeship. Ms. Post indicated that the 1 Park Place \$75,000 could be available and Mr. DeFreitas suggested funding from the PFDC for the apprenticeships.

Ms. Post indicated that the next Agenda item is the proposed continuation of Shalinthia Miles Smith Company contract at the same funding and time levels as the previous year and Mr. Rudikoff pointed out that an Annual Report of work assignments is attached to the Agenda package. Mr. Rudikoff stated that he was not sure if a written Resolution would be required and Mr. Miller said yes a Resolution would be required.. Several Board Members stated that they were pleased with Ms. Smith's work, and that the Annual accomplishments report was impressive; and Mr. Rudikoff was directed to bring a Resolution to the next Board Meeting and he added that funding would be retroactive to the date in January that her funding ran out.

Mr. Rudikoff added that next immediate work tasks were for continuation of the Business Survey work and that he was considering work on creating an images gallery for the Westchester County Tourism and Film Office's data bases - used by film and TV location scouts which project he planned on discussing with the Council at a planned March 20, 2023 economic development presentation to the Council.

Ms. Post introduced a PARIS Report submission update as the next New Business item and Mr. Rudikoff stated that additional PARIS Report material had been submitted to the Board to prepare them for the March 28, 2023 Board meetings where the Agencies Auditors will present the Audit Report and documents in preparation for the Board to consider PARIS Report approvals, Annual Resolutions and submission authorization. Mr. Rudikoff also noted that Mr. Boyd will be present to catch the Board up on its monthly financial reporting and that for the PARIS submissions, Mr. Rohan had registered for the required Board training and the Board Evaluations have been completed and submitted to the Authorities Budget Office.

Ms. Post indicated that the next New Business item is Mr. Rudikoff's Report concerning the PIDA's obligation to comply with the NY State Environmental Quality Review Act and further to put into a place an opportunity for the PIDA to participate in the process before the Planning Board makes it SEQR Determination and permit approvals after which it is more difficult for the PIDA to comment on the Project within the PIDA's area or responsibility and that the Report includes a recommendation that the PIDA request the Planning Board as Lead Agency to conduct a "Coordinated SEQR Review and that the PIDA be an Involved Agency which gives it the opportunity to officially express to the Lead Agency comments and questions for the Applicant to respond to as described in the Memo in the Agenda Package.

Mr. Rudikoff reported to the Board that he had discussed this subject with City officials who understand that this procedure is set forth in SEQR; but since the Planning Board has not done that procedure regularly before; and they requested an opportunity to discuss this proposed procedural change internally before the matter is brought to the Planning Board. Mr. Kravitz and Ms. Post commented that this would be a very helpful change.

Ms. Post raised the subject of having the Council appoint the Board's vacant seat and it was indicated that the Mayor should be sent a note regarding that and that there was still PFDC business to take care of.

There being no further PIDA business Mr. Kravitz moved and Mr. Defreitas seconded a motion adjourning the meeting at 8:26 PM.

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Mr. Rudikoff continued providing a summary of next steps concerning the PFKI including having received the Joe Thompson proposal to the Westchester County for Architectural services which are not grant eligible but which Westchester County will be paying for a portion of the services which will initially include preparing RFP's for the other engineers and Kitchen Incubator consultant which are grant eligible and also in preparing the designs and materials needed for the Planning Commission Applications and working on the construction documents needed for bidding and awarding constructions contracts.

Mr. Rudikoff continued indicating that the next step is for the City and PFDC as Co-grantees have to sign the EDA Form CD450 which the City Council approved the evening before for the City to accept the grant and comply with Grant Conditions and a similar Resolution is on the PIDA and PFDC Agendas for the PIDA and the PFDC to adopt also. The Form signed by both the City Manager and the Executive Director have to be submitted to EDA within 30 days of grant award date received (January 4, 2023). In the subsequent 30 days a Grant Implementation and Financial Plan and Schedule also have to be submitted drafts of which are prepared and under City and PIDA and PFDC staff review. Ms. Post asked how the money would flow and Mr. Rudikoff and Mr. Miller shared in explaining how initial expenditures will be paid by the PIDA.PFDA matching share cash contribution which would be submitted to EDA for reimbursement - which funds, when received back would then be used to pay the next group of project invoices until all the grant funds are used and the remaining funding spent on the project would be the matching share.

Additionally, pending Grant implementation matters include the transfer of the Firehouse title in time for the bidding and awarding of construction contracts to be able to provide EDA with a certification that title has been transferred along with the interaction of the City obligations to complete SEQR and site plan approval.

Mr. Rudikoff, additionally indicated that the action item for the PIDA Board as the provider of the funding is the consideration of the adoption of the afore-stated Resolution, which Ms. Post indicated is the next order of business. Mr. Kravitz moved and Ms. Bell-Smith seconded a motion adopting the Resolution. Motion Carried.

In connection with Ms. Thompson's being remotely attending the PIDA meeting it was clarified that a Board Member attending a meeting remotely cannot count towards the quorum or vote on matters before the Board. Mr. Miller expanded on that indicating that the Agencies can adopt a Remote Meeting Policy which would set forth those procedures more explicitly providing that if there is a valid reason such as a medical note indicating the condition that prevents the Member from attending they can be allowed to participate and vote but not count as making a quorum. Ms. Post asked Mr. Miller to prepare a Draft of such a policy to be presented at the next meeting of the Agencies.

Ms. Post introduced the next item of business being the 2023 PIDA Meeting Schedule. Ms. Bell-Smith moved and Ms. Claxton seconded a motion approving the 2023 PIDA Meeting Schedule. Motion Carried.

PIDA Final Minutes / 02282023 Meeting

Regarding the Annual 2021 PARIS Reports the plan is that staff is going to include in the February Board Packages the PARIS Report Components that are done such as the Accomplishments Report and the links to what was submitted for the 2021 Report so the Board could familiarize themselves with the nature of the material to help them understand what will have to be approved and submitted to the ABO after the March Meetings. Additionally, Mr. Rudikoff indicated that the new Board Members had to complete their Board training and that Ms. Lockwood would send the link to the Board Training module. Ms. Post asked Mr. Rudikoff to advise Mr. Boyd that he will be making that Report at the March Board Meeting.

Having completed discussions on the Kitchen Incubator Ms. Post introduced the next order of business which was an update on the SOLO "Parkview" Project Application and Mr. Rudikoff stated that both he and Mr. Miller had discussed the Application with the Project Sponsor who indicated that there is financial restructuring going on and that a lender is being brought in to bring a private placement into the capital stack, that bond structuring and the PIDA material commitments were being discussed.

In response to prior Board Project background questions about Parkview, Mr. Rudikoff reported that the Parkview Project consists of 231 apartments and four (4) retail spaces in six (6) new structures on currently vacant land with a NYS Brownfields designation which will be remediated pursuant to a NYSDEC/City/Parkview Brownfield Clean-up Agreement. The housing will be affordable at a range of income groups including: 36 DU' at 40% of Westchester County Area Median Income (AMI), 158 DU's at 60% of AMI; and 36 DU's at 80% AMI; and the units are configured as: 129 – one (1) bedrooms; and, 102 – two (2) bedrooms. A future second phase of the project will be between 50-100,000 sq. ft. of light industrial uses. Mr. Miller, reported that he the Applicant had discussed bond financing structures, material commitments, completing their financial structure, responding to other comments and are updating their PIDA Application which they indicated they were expecting to have resubmitted in 1-2 months.

Mr. Rudikoff continued that the project can have a visitor-destination impact in that the units are available as artists live - work spaces, the mixed use retail could be part of arts and other neighborhood events which could draw visitors and the potential for public art installations which could be a continuation or extension of the DRI Public Trails which could also be a visitor draw and have a positive economic development impact,

However, Mr. Rudikoff continued, that he was struck by the fact that if, for example, a PIDA Project Sponsor agreed to provide a public art installation for those very reasons; the Project might necessitate a Planning Commission Approval revision or perhaps a SEQR revision which would greatly complicate being able to avoid losing that potential positive economic development benefit at the time of review of the PIDA Application; and therefore it was suggested to address that situation, that during the Planning Board's SEQR review that the PIDA be able to make that kind of input as a SEQR Involved Agency within a Planning Board "Coordinated SEQR Process" and that at the next PIDA meeting a communication to the City Planning Commission to address this circumstance along with an explanation of how SEQR is structured to facilitate Involved Agency input in exactly that way.

Ms. Post stated that the next Agenda item is for an update on the DRI Public Illuminated Sculpture and Banner Project and Mr. Rudikoff stated that he had been informed by the Project Sponsor that the Art selections, locations, and artist contracts have been determined and that it will be appropriate to begin

preparing the documentation of the expenses connected with the previously discussed \$35,000 PIDA investment in the public art and that, further, the Project Sponsor has identified a videographer who wants to make the film and supervise two (2) apprenticeships, to Peekskill youth to be involved in the making of a documentary film about the Sculpture Trail Project for \$10,000 for stipends and supervisory costs and that approval of said funding could be considered at the next meeting. Board questions included: when will the PIDA's rights to the video documentary be established; whether the apprentices would be Peekskill youth; and, how would the Apprenticeships be structured to provide the best Apprenticeship Experience possible to the participants. Mr. Rudikoff, stated those matters would all have to be set forth in the arrangements between the Public Art Project Sponsor and the PIDA.

Ms. Post introduced the next item as being an update on the DRI Marketing, Branding, Social Media and Wayfinding consulting RFPs. Mr. Rudikoff reported that fifteen (15) responses were received for the Marketing RFP and that seven (7) responses were received for the Wayfinding RFP which will be reviewed and a suitable number will be scheduled for interviews toward the end of February; that there was good local representation in the responses; potentially workable budgets; that the Members of the Project Advisory Committee have been recommended but not yet appointed; and that the work of the PIDA's Destination Marketing Working Committee contributed greatly to defining the work done to date.

Ms. Post indicated that the next item on the Agenda is a Report on the Workforce Development Committee and Mr. DeFreitas reported that he feels we should have a Committee meeting with Ms. Bell-Smith and Ms. Claxton to get into planning for the new projects coming and for the Kitchen Incubator Project as well, from both perspective of construction apprenticeships as well as culinary arts and entrepreneurial skills learning opportunities.

The next item is New Business, PARIS Reports, and Mr. Rudikoff reviewed with the Board the status of the Reports and the upcoming activities of the Staff and Board to complete the work, provide the opportunity for Board Review of Draft materials; and to vote on the submission at the March Meetings of the Agencies for a submission by the end of March to the NYS Authorities Budget Office. It was also reported that Board evaluations and certain members training were also required.

The next item on the Agenda is a report by Mr. Miller on recent NYS Legislative changes impacting IDA's including the most consequential being that Notices to taxing jurisdictions 2 years from expiration of a PILOT must be made by the IDA. Any PILOT expiration of less than 2 years requires immediate notification. The notices should be automated.

Mr. Miller reported on his work regarding the potential use of former City grant funds or loan repayment funds for the City to be able to reuse them for future economic development purposes as a recommendation to the City indicating a Report back would be forthcoming.

Ms. Post indicated that the last item on the Agenda is Mr. Rudikoff's report on what is being called the Peekskill Retail Incubator Emporium and (small) Event Venue. Mr. Rudikoff reported on the work of City Manager Alexander and himself concerning the redevelopment of the storefronts at 929-933 South Street which are a crucial retail component of the downtown which is in clear view from Restaurant Row and Brown Plaza. Further, Mr. Rudikoff reported that he had a tour of the interiors of the buildings and that discussions were held with the new property owner and neighbor Father Esteban Sanchez of the Assumption Church about agreeing to have the buildings be redeveloped utilizing public grant or loan

funds and to explore how a project sponsor such as the PFDC could play a role in securing the storefronts availability and evaluating the viability of an Emporium type retail use and small event venue and tourist destination - which might include products from the Latinex community, Peekskill Arts Community, Peekskill Firehouse Kitchen Incubator Products and perhaps a precursor to an African American History / Cultural venue incorporating the existing adjoining and nearby uses of the adjacent Dance Studio and the Fern Tree store. After discussions about Emporium Operations and initial research it was determined that the building owner is willing to provide a Letter of Intent to participate and that a next step would be a discussion with the Common Council at a Committee of the Whole Meeting to gauge the City's willingness to participate which will be brought up at the next Meeting.

There being no other business, Ms. Claxton moved and Mr. Defreitas seconded a motion to adjourn at 8:14PM. Motion Carried.

PFDC October 25, 2022

**DRAFT
CITY OF PEEKSKILL FACILITIES DEVELOPMENT AGENCY
DRAFT MEETING MINUTES
Tuesday, January 24, 2022 at 7:00 P.M.**

Board Members Present: Deborah Post, Alan Kravitz, Juliene Bell-Smith, Rohan Defreitas, Drew Claxton and Janice Thompson who was participating to the discussion via Zoom.

Board Members Absent: None

Staff Present: Matthew Rudikoff, Executive Director, Justin Miller

Also Present: MJM Television and Video Productions

The Chair opened the meeting at 7:05 PM and indicated that simultaneously the PFDC meeting was also being opened and that pertinent parts of the discussions would be included in both sets of meeting minutes.

Under correspondence, Mr. Rudikoff indicated that the Peekskill Firehouse Kitchen Incubator (PFKI) grant award letter from US Economic Development Administration letter approving the \$2.4 million construction grant is in the Package. Ms. Post congratulated everyone on their hard work in accomplishing this funding and that now the real work to begin implementing the project begins.

Mr. Rudikoff continued providing a summary of next steps concerning the PFKI including having received the Joe Thompson proposal to the Westchester County for Architectural services which are not grant eligible but which Westchester County will be paying for a portion of the services which will initially include preparing RFP's for the other engineers and Kitchen Incubator consultant which are grant eligible and also in preparing the designs and materials needed for the Planning Commission Applications and working on the construction documents needed for bidding and awarding constructions contracts.

Mr. Rudikoff continued indicating that the next step is for the City and PFDC as Co-grantees have to sign the EDA Form CD450 which the City Council approved the evening before for the City to accept the grant and comply with Grant Conditions and a similar Resolution is on the Agenda at for the PIDA and the PFDC to adopt also. The Form signed by bot the CM and the executive Director have to be submitted to EDA within 30 days of grant award. In the subsequent 30 days a Grant Implementation and Financial Plan and Schedule also have to be submitted drafts of which are prepared and under City and PIDA and PFDC staff review. Ms. Post asked how the money would flow and Mr. Rudikoff and Mr. Miller shared in explaining how initial expenditures will be paid by the PICA.PFDA matching share contribution which would be submitted to EDA for reimbursement which funds when received back would then be used to pay the next group of project invoices until all the grant funds are used and the remaining funding spent on the project would be the matching share.

Additionally, pending Grant implementation matters include the transfer of the Firehouse title in time for the bidding and awarding of construction contracts to be able to provide EDA with a certification that title has been transferred and the interaction of the City obligations to complete SEQR and site plan approval and the title transfer.

Mr. Rudikoff, additionally indicated that the action item for the PFDC Board as the Co-Grantee with the City is the consideration of the adoption of the afore-stated Resolution which can be taken up under item No. 4 of the PFDC Agenda.

Ms. Post Indicated the next item on the Agenda is the consideration of the PFDC's October 25, 2022 Minutes. Mr. DeFreitas moved and Mr. Kravitz seconded a motion approving the minutes as corrected. Motion Carried.

Ms. Post asked about the Financial Reports and Mr. Rudikoff stated that Mr. Boyd was not able to me at the meeting and would make a combined Financial Report at the next meeting which would be combined with the PARIS Report Presentation being made at the February Board meeting preceding the PARIS Report approval and submission which will be before the Board at the March Meeting.

Regarding the Annual 2021 PARIS Reports the plan is that staff is going to include in the February Board Packages the PARIS Report Components that are done such as the Accomplishments Report and the links to what was submitted for the 2021 Report so the Board could familiarize themselves with the nature of the material to help them understand what will have to be approved and submitted to the ABO after the March Meetings. Additionally, Mr. Rudikoff indicated that the new Board Members had to complete their Board training and that Ms. Lockwood would send the link to the Board Training module.

Ms. Post asked Mr. Rudikoff to advise Mr. Boyd that he will be making that Report at the March Board Meeting.

Under Old Business, Ms. Post indicated the next order of business is the Kitchen Incubator grant acceptance Resolution which was previously discussed and that the EDA Award letter and Resolution is attached to the Agenda. Adoption of the Resolution authorizing the Executive Director to execute the EDA Award letter and EDA Form CD 450 which will be co-signed by the City of Peekskill as Co-grantee which accepts the grant and commits to following EDA procedures in its Implementation is on the PFDC Mr. Kravitz moved and Ms. Bell-Smith seconded a motion to adopt the attached Resolution authorizing the Executive Director to execute the Grant Award Letter and EDA Form CD 450. Motion Carried.

**PEEKSKILL FACILITIES DEVELOPMENT CORPORATION (PFDC)
RESOLUTION
AUTHORIZING THE CO-SIGNING WITH THE CITY MANAGER
OF THE USED A FORM CD450 BY THE PFDC EXECUTIVE DIRECTOR
ACCEPTING THE GRANT AND COMPLIANCE WITH REQUIRED
PROVISIONS AS CO-APPLICANT WITH THE CITY FOR THE
CONSTRUCTION OF THE KITCHEN INCUBATOR**

WHEREAS, at the February 22, 2022 PFDC Meeting, the Board adopted Resolutions authorizing the execution of MOUs between the City, PFDC, PIDA and Westchester County for submitting the Kitchen Incubator Grant Application, transferring title to the Firehouse to the PFDC and related implementation actions in the event of Grant Award which MOUs have been executed and submitted with the Grant Application; and

WHEREAS, notification has been received on January 4, 2023, that the US Economic Development Administration has awarded a Public Works and Economic Development Facilities Construction Grant of \$2,396,668 which is being matched by \$600,000 of PIDA funding for the construction of the \$3 million Project; along with an award package setting forth required federal procedures, requirements and the need to co-execute the CD450 and return it to USED A within 30 days of grant notification receipt; and

WHEREAS, the PFDC, PIDA, City of Peekskill and Westchester County continue to intend to participate in the implementation of the Kitchen Incubator Project;

NOW, THEREFORE, BE IT

RESOLVED, that the PFDC Board hereby authorizes the Executive Director to co-sign the USDA CD450, as co-applicant with the City of Peekskill; and be it further

RESOLVED, that the PFDC Board supports the Executive Director in participating in the implementation of the Project and compliance with all Federal and other procedures and pertinent regulations; and be it further

RESOLVED, that this resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to a vote which resulted as follows:

	Yea	Nea	Absent	Abstain
Alan Kravitz	X			
Deborah Post	X			
Janice Thompson	X			
Julienne Bell-Smith	X			
Rohan Defreitas	X			
Vacant				
Vacant				

The Resolution was thereupon duly adopted.

Ms. Post indicated there was no further PFDC business and the PFDC Meeting could be adjourned and the Board could continue with the remaining PIDA business. Mr. Kravitz moved and Ms. Bell-Smith seconded a motion to adjourn the meeting at 7:30 pm. Motion Carried