MINUTES OF THE VILLAGE OF PORT CHESTER INDUSTRIAL DEVELOPMENT AGENCY MEETING
June 12, 2024

TIME AND PLACE: 6:30 P.M., Village Hall, Conference Room, 222 Grace Church Street, Port Chester, New York.

IDA ROLL CALL

The PCIDA meeting was called to order at 6:30 p.m. by Chairman Frank Ferrara. On the motion of Board member Julianna Alzate, which was seconded by Board member John Allen, the meeting was called to order with the following additional Board members being present: Mr. O'Connell, Mr. Taylor, Mr. Hiensch, and Mr. Brakewood.

MEMBER	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
HIENSCH			x			
O'CONNELL			x			
TAYLOR			x			
ALLEN		x	x			
ALZATE	x		x			
BRAKEWOOD			x			
FERRARA			x			

Also present were PCIDA Administrative Director Christopher Steers, CFO Anthony Siligato, IT Director/Acting Secretary Rosalind Cimino, and Board Counsel Justin Miller of Harris Beach. Village Manager Stuart Rabin and Village Planning Director Greg Cutler were also present.

Immediately upon the opening of the meeting it was determined that there were technical difficulties with the live stream resulting in no audio. The live stream was stopped while the issue could be resolved. When alerted to this matter, Chairman Ferrara announced that the Board would review only non-actionable agenda items off camera while awaiting the resolution of the issue.

He introduced the new Village Planning and Economic Development Director, Greg Cutler, to the Board as well as Village Manager Stuart Rabin who conducted a general conversation about development issues with the Board and how the PCIDA might participate. Chairman Ferrara wove his Chairman's Remarks into the conversation.

Audio was operational at 6:54 P.M., the meeting stream was restarted, and Chairman Ferrara explained the issue to those in attendance and circled back to the top of the agenda.

CHAIRMAN'S REMARKS

Chairman Ferrara welcomed Village Manager Stuart Rabin whom he stated was invited to the IDA meeting to discuss the Village initiatives on the agenda for Board consideration. He also introduced Greg Cutler, the Village's new Director of Planning and Economic Development. As the audio came back up, the conversation regarding various studies and initiatives between the Village Manager and the Board was in process.

Mr. Ferrara also discussed with the Board the recently released annual NYS Comptroller's overview of IDA activity across the state, which was included in the backup.

OLD BUSINESS – STATION LOFTS UPDATE

Chairman Ferrara introduced Mr. Austin Moukattaf of Hines to provide the Board an update on this PCIDA fully approved project and thanked him for coming.

Mr. Moukattaf stated that with the resolution of the Veolia water situation, which had frozen their ability to proceed, they have selected an architect and expect to very quickly get through their developer's agreement with the owner of the parcel on which they have a purchase option.

He said minor modifications to the site plan approvals are moving forward. On the financial side they plan to bring in a Canada based financial partner called Peak Hill, that Hines will remain the developer on the project and will remain a 5%-10% equity holder.

He stated that he appreciated the open line of communication he had with the Village and that they were looking to close on the project by the end of the year and would be starting construction in the first quarter of 2025.

In response to Board questioning, Mr. Moukattaf discussed a completion date of 2026-2027 and that it was almost a two-year project timeline once construction had started. Hines is planning on managing the project after completion with their in-house management arm.

MOTION TO APPROVE MINUTES FROM APRIL 10, 2024, MAY O8, 2024 AND THE MAY 30, 2024 WESTCHESTER CROSSING PUBLIC HEARING

MEMBER	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
HIENSCH			x			
O'CONNELL	x		x			
TAYLOR			x			
ALLEN			x			
ALZATE			x			
BRAKEWOOD		x	x			
FERRARA			x			

WESTCHESTER CROSSING DUE DILIGENCE DISCUSSION AND CONCLUSION

Chairman Ferrara explained that the final part of the Board's due diligence on this application for financial assistance was to hold a public hearing, which was done on May 30th in the Senior Center. He said he was surprised that there were no public comments during the hearing but the low numbers of IDA website hits and the fact that this site has been in various stages of development for 19 years may be an indication that the general public feels the project has been fully vetted and people are eager to see it move forward. He mentioned the receipt of two supportive written comments, one from the owner of the Kohls shopping center across from the project, Chicago based M&J Wilcow. The other was a joint statement from NYS Senator Shelly Mayer and NYS Assemblyman Steve Otis. He commented that the PCIDA had never received a comment from higher level elected officials, another sign that there is broad support for progress on the site.

Chairman Ferrara mentioned that during the financial analysis process some minor changes were made to the budget for the project, essentially equalizing the degree of debt sharing for the project between the two residential towers being proposed. He explained that the total budget had not changed, just the transferring of debt from one part of the project to another. He discussed the updated application pages that required Board approval.

MOTION TO ACCEPT REPLACEMENT PAGES AND AMEND APPLICATION FOR WESTCHESTER CROSSING

MEMBER	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
HIENSCH			x			
O'CONNELL			x			
TAYLOR	x		x			
ALLEN			x			
ALZATE			x			
BRAKEWOOD		x	x			
FERRARA			x			

Chairman Ferrara told the Board that both staff and he believed the fee for the Master PILOT portion of the project needed to be adjusted. The PCIDA's application calls for a fee of ½ of 1 percent of the total project cost where a PILOT is concerned. While a PILOT is crafted for this portion of the project, it is designed to protect the unimproved land from an assessment increase as it is being prepared for vertical construction, with the introduction of utilities and roads to the area. The Assessor's office has suggested that they have no intention of increasing the AV of the land until projects are completed, but there is no guarantee. The PILOT is therefore more an "insurance policy" for the project rather than an actual benefit. The agreement will largely be beneficial as a vehicle for Sales and Use Tax and Mortgage Recording Tax abatements that it will enable. The fee for just these benefits is structured differently, 10% of global benefit, and more appropriate in this situation. The Board was supportive, and it was decided that Attorney Justin Miller would include the amended fees as part of the Omnibus project authorizing resolution, should It be approved.

Chairman Ferrara stated that the Board's due diligence had concluded and described the PILOT structures being proposed:

Proposed scopes of benefit for Westchester Crossing Application		
Master PILOT	UTEP Section 7 deviation	10 years
Senior Living	UTEP Section 6 enhanced	20 years
Hotel	UTEP section 6 standard	15 years
Residential 1	UTEP Section 7 deviation, Model 2	20 years
Residential 2	UTEP Section 7 deviation, Model 2	20 years

He mentioned that there was a lesser level of abatement considered for both Residential projects in the form of a "UTEP Section 7 deviation, Model 1," but that there had been an indication at the prior meeting of overall Board support for the higher level of abatement in Model 2 and he was proposing that for Board consideration.

He asked for comments from the Board and welcomed the PCIDA's nominated financial analyst for the project, Victoria Storrs of Storrs Associates, to provide answers and clarifications on any questions the Board might have on her reports.

Mr. Hiensch suggested that the project should be stabilized after 10 years and questioned the need for the higher levels of benefit being proposed in Model 2. He felt Model 1 was extremely generous and while supportive of the project could not endorse Model 2 and would vote against it. Mr. O'Connell also mentioned that he was more supportive of Model 1, but that he would not vote against the project. Mr. Brakewood mentioned that he supported the greater abatement in Model 2 because of the unusually extensive amount of community benefit included in the project.

MOTION TO AAPPROVE OMNIBUS PROJECT AUTHORIZING RESOLUTION FOR WESTCHESTER CROSSING AS PROPOSED

MEMBER	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
HIENSCH				x		
O'CONNELL			x			
TAYLOR	x		x			
ALLEN			x			
ALZATE			x			
BRAKEWOOD		x	x			
FERRARA			x			

Mr. Brakewood thanked the Chairman and staff for the hard work they had put into the project and said that the reason that the project went so smoothly was due to the work put in throughout the process.

Chairman Ferrara thanked Board Attorney Justin Miller for his invaluable creativity and guidance on structuring the PILOTs on a project of this magnitude.

<u>OLD BUSINESS – Cont.</u>

Chairman Ferrara welcomed Mr. Greg Cutler and asked him to give the Board an update on a couple of projects located on 28 Pearl Street and 44 Broad Street. Both projects had previously presented to the Board in 2022 in anticipation of applying for financial assistance but had stalled due to the Veolia issue. With the resolution of this issue the Board should expect applications from both projects in the coming months. He mentioned that the prior presentations were included in the backup for review.

28 Pearl Street – This project was approved in the CD6 that allowed for 12 stories. However, the Village Board of Trustees had changed the zoning and the applicant wanted to be compliant although they had all necessary approvals. Mr. Cutler explained that the Board of Trustees had adopted dual zones in the area (CD5T and CD4MU) for which one or the other can be chosen. He stated that the application could come back to the Planning Department and that he would have the authority to approve the project in the new zone as long as nothing else changes. Mr. Taylor asked Mr. Cutlet how the process was not spot zoning. Mr. Cutler explained that the new zone encompassed a much larger area and was not specific to a single property.

44 Broad Street – Chairman Farrara stated that the developer needed to complete a site plan amendment related to parking with the Planning Commission and have a capital structure in place in advance of an IDA application. He asked Mr. Cutler how long the process would take. Mr. Cutler stated that the process requires them to seek a variance from the ZBA for a negative declaration from the Planning Commission prior to Zoning variances being approved. They would then need to come back to the Planning Commission for final approval. He estimated final approvals by September if all goes well.

<u>AD REPORT</u>

Mr. Steers:

- updated the Board on PARIS reporting and will be distributing the annual Board evaluation questionnaire next month
- stated that they were waiting for a meeting confirmation from the School Board regarding the Schoolchild Mitigation Report update
- updated the Board on the AECOM Market Analysis strategies development
- stated that he was working on fee sharing concepts between the IDA and LDC
- spoke about IDA initiatives which segued into further discussion with the Village Manager.

Mr. Rabin had three initiatives that the PCIDA Board might consider supporting.

He described the need for a Master Flood Study, to deal with the causea of flooding holistically. Mr. Taylor stated that his concern was that this was a requirement resulting from the Form Base Code and that the IDA would be seen as helping the Village fulfill its obligation rather than being proactive. The Board discussed the issue and decided that it would be within its purview to underwrite a portion of the study that was germane to the downtown, where its projects are located.

Mr. Rabin expressed the need to create a website with a map that would show all the development projects in the Village and alert travelers about road closures. He felt PCIDA participation would be appropriate because the need for a Detour Study is because of PCIDA projects.

Finally, Mr. Rabin discussed a Village Web Marketing Campaign designed similarly to the "Ideally New Rochelle" initiative, which acted as a marketing billboard for that City including an interactive map showing the location of new projects and attractions.

Chairman Ferrara suggested that these and other initiatives could be the province of the Village's dormant Local Development Corporation (LDC). He asked Mr. Miller to comment on what the process would be to fund and activate the LDC. Mr. Miller stated that LDC's cannot be given money but must earn it through project fees. The PCIDA Board could elect to share fees on some or all of its projects in a process that could be further defined in accordance with Board interest. Further, LDC's are non-profit focused and can be a catalyst to obtain grants and loans, whereas IDA's are not structured for such tasks.

Chairman Ferrara expressed staffing concerns in the application and management process of grants and loans. He introduced Mr. Taylor as LDC Chairman to weigh in. Mr. Taylor stated that he did not like the Detour plan and said that GPS can navigate someone around a detour. He liked the idea of parking apps that can tell a parker of the open spaces. He said that he didn't see the need to advertise for developers since it appeared we were getting all the development in the Form Base Code's 20 year Build Out Analysis in just a few years. He stated that he was interested in helping the Historical Society purchase and store historical items and creating resources for the Village's underserved Hispanic population. He stated that the LDC resources should be locally focused and that he doesn't like the way the New Rochelle LDC is run because they do a lot of sole source contracts for their website and are doing a lot of events to get their name out as opposed to being project oriented.

Mr. Steers suggested a workshop to list 10 proposals from each member and start from there. Mr. Brakewood said that he thought a great opportunity for the IDA was to study the CD5W Zone at the lower Byram River that has seen no investment because of the obstacles to development in what is a zone brimming with opportunity for the Village.

Chairman Ferrara thanked Mr. Rabin and Mr. Cutler for their input.

IT DIRECTOR REPORT

Ms. Cimino stated that the IDA was approved for the portchesternyida.gov domain and that the existing Squarespace site did not have the security required to operate the domain. She distributed a quote from a vendor with migration options for $13,500. This was just one quote provided at the request of the Chairman to spark discussion on this issue.

Board conversation followed. Some on the Board questioned the value of the website and whether it could just be a page off the Village's website. Ms. Cimino said they had been separated because the PCIDA is an independent entity. Chairman Ferrara mentioned the amount of information on the website would overwhelm a page off the Village's site. And the website serves two purposes: to be compliant with State regulations, and to inform the public about its activities. In his mind, the website is essential to a well-functioning IDA. Others agreed and thought the cost being quoted was nominal given the overall benefit.

Ms. Cimino stated that regardless of the Board's decision she would be moving forward with the migration of email from .org to .gov.

Chairman Ferrara asked Ms. Cimino to do a more extensive review of entities that could both host a .gov website and assist with migration and return to the Board with comprehensive proposals.

TREASURER'S REPORT

Mr. Siligato reviewed the invoices for June:

Administrative Director	$ 1,875 per month
CFO	$ 940 per month
Acting Secretary/IT Director	$ 1,250 per month
Deputy CFO	$ 315 per quarter
Harris Beach	$10,482.60
Camoin	$ 1,473.54
Storrs Associates	$50,937.50

MOTION TO AUTHORIZE PAYMENT OF INVOICES FOR JUNE 2024

MEMBER	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
HIENSCH	x		x			
O'CONNELL			x			
TAYLOR			x			
ALLEN			x			
ALZATE		x	x			
BRAKEWOOD			x			
FERRARA			x			

Mr. Siligato reviewed the financial snapshot, which appears on the following page.

Port Chester Industrial Development Agency - Fiscal Year June 1, 2023 to May 31, 2024
Cash Analysis & Net Assets Report
As of May 31, 2024

Cash on Hand @ 5/1/2024				$919,593.77
Deposits/Wire Transfers/ Interest Received :				
JP Morgan Chase	Interest Earned - May 2024		165.22	
NYCLASS	Interest Earned - May 2024		3,603.23	
2SM Development LLC	2nd Deposit - 2-16 South Main		22,002.50	
G&S	FY23/24 Administrative Fee (G&S Unit 2B)		500.00	
108 Gateway LLC	2024 Town & County Pilot		3,677.27	
Tarry Lighthouse LLC	2024 Town & County Pilot		6,969.65	
30 Broad Development LLC	2024 Town & County Pilot		10,334.76	
	Total Deposits/Transfers/Interest			$ 47,252.63
Checks Written / Disbursements :				
Christopher Steers-A/P	Administrative Director - April 2024	$ (1,875.00)		
Anthony Siligato-A/P	Treasurer / CFO - April 2024	$ (940.00)		
Rosalind Cimino-A/P	Secretary/IT - April 2024	$ (1,250.00)		
Camoin Associates Inc.	U.H. Economic Impact Analysis - Payment #2	$ (5,345.60)		
Westmore News	Public Notice - UH/Westchester Crossing PH	$ (947.70)		
Gannett Media Corp	Public Notice - UH/Westchester Crossing PH	$ (932.80)		
	Checks Written / Disbursements during May 2024			$ (11,291.10)

Cash on Hand @ 5/31/2024			**$955,555.30**
Reconciliation of Bank Accounts			
JPMorgan Chase (Beginning Balance)	$ 105,498.42		
Deposits & Credits	$ 43,484.18		
Interest Earned	$ 165.22		
Withdrawals & Debits	$ -		
Checks Presented	$ (11,291.10)		
Total JPMorgan Chase (Ending Balance)		$ 137,856.72	
NYCLASS (Beginning Balance)	$ 814,095.35		
Deposits & Credits	$ -		
Interest Earned	$ 3,603.23		
Withdrawals & Debits	$ -		
Total NYCLASS (Ending Balance)		$ 817,698.58	
Total Bank Balance @ 5/31/2024			**$ 955,555.30**

Outstanding Check #2123 - County of Westchester 2024 Pilot Distribution (108 Gateway, Tarry Lighthouse, 30 Broad)	$ (16,949.23)
Outstanding Check #2124 - Town of Rye 2024 Pilot Distribution (108 Gateway, Tarry Lighthouse, 30 Broad)	$ (4,032.45)
Prepaid Expense - Brown & Brown - Directors & Officers Insurance 6/1/24-11/5/24 (Chk#2079, 11/15/23)	$ 1,736.25
Prepaid Expense - CNA - General Liability Insurance 6/1/24-11/5/24 (Chk#2081, 11/15/23)	$ 475.17
Prepaid Expense - Cowbell - Cyber Insurance 6/1/24-12/12/24 (Chk#2082, 11/15/23)	$ 780.50
PCIDA Net Assets @ 5/31/2024	**$ 937,565.54**

Prepared by PCIDA Financial Officer

EXECUTIVE SESSION

Chairman Ferrara invited the Board and Counsel to conduct a brief executive session. He announced to the public that the video stream would stop and that the Board would only come out of Executive Session to adjourn. No action would be taken.

He reminded everyone of the PCIDA July meeting which is scheduled for Wednesday the 10th, same time and venue.

MOTION TO ENTER INTO EXECUTIVE SESSION

MEMBER	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
HIENSCH	x		x			
O'CONNELL			x			
TAYLOR			x			
ALLEN			x			
ALZATE			x			
BRAKEWOOD		x	x			
FERRARA			x			

MOTION TO COME OUT OF EXECUTIVE SESSION

MEMBER	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
HIENSCH	x		x			
O'CONNELL			x			
TAYLOR			x			
ALLEN			x			
ALZATE			x			
BRAKEWOOD		x	x			
FERRARA			x			

MOTION TO ADJOURN

MEMBER	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
HIENSCH	x		x			
O'CONNELL			x			
TAYLOR			x			
ALLEN			x			
ALZATE			x			
BRAKEWOOD		x	x			
FERRARA			x			

Respectfully submitted,

Rosalind Cimino