

**Town of Riverhead Industrial Development Agency  
Proposed Board Meeting Agenda  
September 20, 2023 5:00 pm Riverhead Town Hall**

**A G E N D A**

- I. Call to Order**
- II. Consideration of Proposed Agenda**
- III. PUBLIC HEARING: None**
- IV. Consideration of the Minutes: Consideration August 2023 minutes.  
RESOLUTION #32-23**
- V. Correspondence: RCSD**
- VI. Treasurer's Report:  
RESOLUTION #33-23 Accepts Report of Expenses and Authorizes Payment of  
Bills as of August 30, 2023**
- VII. Committee Reports**
  - a. Audit: None
  - b. Governance: None
  - c. Finance Committee: Report
- VIII. Old Business – Update on River Pointe/Related Co.**
- IX. New Business –**
  - A. Consideration of RESOLUTION #34-23 Authorizing Draft Budget 2024
  - B. Consideration of RESOLUTION #35-23 Authorizing Chairman to Execute Consulting Engagement
- X. Adjournment**

*September 19, 2023*

**TOWN OF RIVERHEAD  
INDUSTRIAL DEVELOPMENT AGENCY  
DATED:** September 21, 2021

**#35-23 RESOLUTION APPROVING DRAFT BUDGET FOR FISCAL  
YEAR 01/01/24-12/31/24**

offered the following resolution, which was seconded by

**WHEREAS**, it is recommended accounting practice that an operating budget be established for the Riverhead Industrial Development Agency; and

**WHEREAS**, Section 2801 of Public Authorities Law provides budget reporting requirements for state and local public authorities and requires the submission of proposed budget reports not more than 90 days and no less than 60 days before the commencement of their fiscal year; and

**WHEREAS**, Article 18-A of GML requires a copy of the draft budget to be forwarded to the chief executive office and the governing body of the municipality for whose benefit the agency was established for inspection and comment of its proposed budget for the forthcoming fiscal year, no later than twenty days before its adoption.

**NOW, THEREFORE BE IT RESOLVED**, that the attached is hereby approved for submission to the CEO and governing body of the Town of Riverhead as the proposed Operating Budget of the Riverhead Industrial Development Agency for fiscal year 01/01/24 through 12/31/24; and

**BE IT FURTHER RESOLVED**, copies of this resolution be and hereby are authorized to be filed with all necessary parties as described by law.

**Vote:**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary

**TOWN OF RIVERHEAD  
INDUSTRIAL DEVELOPMENT AGENCY  
DATED:** September 20, 2023

**#36-23 RESOLUTION AUTHORIZING ENGAGEMENT OF CONSULTING SERVICES WITH EPOCH 5**

offered the following resolution, which was seconded by

**WHEREAS**, EPOCH 5, offers consulting services in the field of Marketing and Public Relations, and

**WHEREAS**, the Agency desires to retain the services of the Consultant to render consulting services for general Issues Management Services for the Agency, and

**WHEREAS**, the Consultant agrees that it shall provide its expertise to the Agency for a rate range of \$120 to \$280/hour based on the level of personnel expertise utilized, but not to exceed \$6,000. and

**RESOLVED** by the Members of the Town of Riverhead Industrial Development Agency authorize the Chairman to execute the engagement of EPOCH 5 Solutions, LLC.

**Vote:**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary