

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