

**Town of Riverhead Industrial Development Agency
Board Meeting
March 24, 2025 5:00 pm Riverhead Town Hall**

P R O P O S E D A G E N D A

I. Call to Order

II. Consideration of Proposed Agenda

III. Consideration of the Minutes: Consideration of February 3, 2025 minutes.
RESOLUTION #08-25

IV. Correspondence: Office of Comptroller

V. Treasurer's Report:

- i. **RESOLUTION #09-25** Accepts Report of Expenses and Authorizes Payment of Bills as of February 28, 2025

VI. Committee Reports

- a. Audit: Meeting and Report
- b. Governance: Meeting and Report
- c. Finance Committee: Meeting

VII. Old Business – None

VIII. New Business

- a. Consideration of Resolution #10-25 Annual Reports and Policies
- b. Consideration of Resolution #11-25 Paris Report
- c. Consideration of Resolution #12-25 Considers Uncollectible Funds

IX. Executive Directors Report

X. Adjournment

March 18, 2025

**TOWN OF RIVERHEAD
INDUSTRIAL DEVELOPMENT AGENCY
DATED: March 24, 2025**

**#10-25 A RESOLUTION ADOPTING, RATIFYING AND CONFIRMING BOARD
POLICIES AND ANNUAL REPORTS**

The following resolution was offered

And seconded by

WHEREAS, in accordance with the Public Authorities Law, it is a recommendation of the Audit Committee of the Riverhead Industrial Development Agency that the following policy and reports be adopted, ratified and confirmed, and

WHEREAS, the following policy and reports recommended by the Audit Committee to the Board of Directors include the Whistleblower Policy and the 2024 Audit and Financials including Assessment of Internal Controls Report, and

WHEREAS, in accordance with the Public Authorities Law, it is a recommendation of the Governance Committee of the Riverhead Industrial Development Agency that the following policies and reports be reviewed, adopted, ratified and confirmed, and

WHEREAS, the following policies and reports have been reviewed and recommended by the Governance Committee including the Mission Statement and Measurement Report, Procurement Policy, Disposition of Real Property Policy and Report, Statement of Board Responsibilities, Code of Ethics, Bylaws, Time and Attendance, Equal Opportunity and Non-discrimination Policy, Salary and Compensation policy, Defense and Indemnification policy, Fee Schedule, and

WHEREAS, in accordance with the Public Authorities Law, it is a recommendation of the Finance Committee of the Riverhead Industrial Development Agency that the Investment Policy and Annual Investment Report be adopted, ratified and confirmed, and

WHEREAS, the Board of Directors of the Riverhead Industrial Development Agency the Board wishes to reauthorize and adopt the above mentioned and attached policies and reports.

NOW, THEREFORE, BE IT RESOLVED, that the attached policies and reports be and hereby are adopted, ratified and confirmed.

(see attached policies)

Vote:

Dated:_____

Secretary/Asst.

**TOWN OF RIVERHEAD
INDUSTRIAL DEVELOPMENT AGENCY**
DATED: March 24, 2025

**#11-25 RESOLUTION AUTHORIZING SUBMISSION OF THE 2024 PARIS
REPORT and ANNUAL REPORTS**

offered the following resolution, which was seconded by .

WHEREAS, Public Authorities Law, as amended in 2005 by the Public Authorities Accountability Act, requires state and local authorities to file specific financial and budgetary information with the ABO and Public authorities have been submitting these reports through the Public Authorities Reporting Information System (PARIS), and

WHEREAS, in accordance with the Public Authorities Law, the information must be submitted to the State 90 days after the fiscal year end date, and

WHEREAS, the PARIS Report has been reviewed and recommended by the Governance Committee to the Members of the Corporation for authorization, and include the Annual Report on Operations, Procurement Report, Disposition of Real Property Report, Mission Statement and Measurement Report, Financial Statements and Investment Report.

WHEREAS, the PARIS report has been presented in substantial form to the board for review and authorization for final submission and certification, and

NOW, THEREFORE, BE IT RESOLVE, the Board of Directors of the Riverhead Industrial Development Agency affirms and authorizes the final submission of the PARIS report for 2024.

Vote:

DATE: _____

Secretary/Asst.