

**Erie County Industrial Development Agency
ECIDA Board Meeting
March 23, 2022 @ 12:00 p.m.**

Via Conference Call & Livestreaming

1.0 Call to Order

- 1.1 Call to Order Meeting of the Membership

2.0 Approval of Minutes:

- 2.1 Approval of Minutes of the February 23, 2022 Meeting of the Membership (Action Item) (Pages 2-4)

3.0 Reports / Action Items / Information Items:

- 3.1 Financial Report (Informational) (Pages 5-8)
3.2 Finance & Audit Committee Update (Informational) (Pages 9-10)
 a) Committee Self-Evaluation (Informational) (Pages 11-15)
3.3 Audited Financial Statements (Action Item) (Pages 16-52)
3.4 2021 – Investment Report (Action Item) (Pages 53-55)
3.5 Governance Committee Report (Informational) (Pages 56-57)
 a) Committee Self-Evaluation (Informational) (Pages 58-62)
 b) Board of Directors Evaluation/Survey (Informational) (Page 63-65)
3.6 2022 Tax Incentives Induced/Closing Schedule/ Estimated Real Property Tax (Informational) (Page 66)
3.7 Approval of Board Certification of RLF Plan CARES ACT (Pages 67--69)
3.8 Agreement to Authorize Execution and Delivery of Community Development Block Grant Sub-Recipient Agreement (Pages 70-72)
3.9 Approval of Assignment of Assumption of START-UP NY Affiliation Agreement and related License Agreements (Pages 73-77)
3.10 Approval of Buffalo Niagara Partnership Diversity Equity and Inclusion Study Funding Request (Pages 78-79)
3.11 Policy Committee Update (Informational) (Pages 80-82)

4.0 Inducement Resolutions:

	ECIDA Incentives	Private Investment	Municipality
4.1 471 Elmwood Group, LLC (Pages 83-120)	\$122,500	\$3,590,000	Buffalo

5.0 Review and Adoption of Policies, Reports and Committee Charters: (Separate Package)

1. 2021 - Mission Statement, Performance Measures and Results (Action Item) (Pages 2-15)
2. 2022 - Mission Statement and Performance Measures (Action Item) (Pages 16-24)
3. 2021 - Public Authorities Report (Action Item) (Pages 25-92)
4. Fee Structure Policy (For ECIDA & ILDC Only) (Action) (Page 93)

Re-Adopt Policies & Charters

5. Board Member Compensation, Reimbursement & Attendance Policy (Action Item) (Page 94).
6. Code of Ethics & Conflict of Interest Policy (Action Item) (Pages 95-100)
7. Corporate Credit Card Policy (Action Item) (Pages 101-103)
8. Defense & Indemnification Policy (Action Item) (Page 104)
9. Employee Compensation Program (Action Item) (Pages 105-106)
10. Finance & Audit Committee Charter (Action Item) (Pages 107-111)
11. Governance Committee Charter (Action Item) (Pages 112-114)
12. Investment & Deposit Policy (Action Item) (Pages 115-122)
13. Procurement Policy (Action Item) (Pages 123-127)
14. Property Disposition Guidelines (Action Item) (Pages 128-134)
15. Real Property Acquisition Policy (Action Item) (Pages 135-136)
16. Sexual Harassment Policy (Action Item) (Pages 137-145)

17. Statement of Duties & Responsibilities of the Board of Directors (Action Item) (Pages 146-148)
18. Statement of the Competencies & Personal Attributes Required of Board Members (Action Item) (Page 149)
19. Travel, Conferences, Meals & Entertainment Policy (Action Item) (Pages 150-155)
20. Whistleblower Policy and Procedures (Action Item) (Pages 156-158)

6.0 Management Team Reports:

- 6.1 2021 Year in Review

7.0 Adjournment- Next Meeting April 27, 2022 (Annual Meeting)