



**CITY OF HORNELL INDUSTRIAL DEVELOPMENT AGENCY
AGENDA
October 23, 2025**

CALL TO ORDER -Parmley

SECRETARY'S REPORT – Minutes –9/18/25 Meeting - Carbone

TREASURER'S REPORT - September– Flaitz

COMMITTEE REPORTS

Audit Committee –September– Carbone

Personnel Committee – Flaitz

Governance Committee – Andolina

EXECUTIVE DIRECTOR'S REPORT

RC Carwash

Tuttle & Rockwell Building

West St.

2026 Budgets

EXECUTIVE SESSION – if required

OLD BUSINESS

NEW BUSINESS

ADJOURNMENT

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Hornell, NY 14843

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**BETTER BUSINESS
STARTS HERE.**

The Regular Meeting of the City of Hornell Industrial Development Agency was held September 18, 2025 at 7:00 am, at 40 Main Street, Hornell, NY.

PRESENT: Dave Parmley, Chairman
Ed Flaitz, Treasurer, CFO
Richard Andolina Jr., Assistant Treasurer

ABSENT: John Buckley, Vice Chairman
John Carbone, Secretary

ALSO

PRESENT: Michael Nisbet, CEO, Executive Director
John Dagon, Agency Council

MINUTES

Chairman Parmley called the meeting to order at 7:05 am. Chairman Parmley reported that there was a quorum for the meeting as required by the by-laws.

Assistant Treasurer Rick Andolina Jr. presented the minutes of the August 21, 2025 meeting. A motion was made by Ed Flaitz, seconded by Dave Parmley to approve the minutes of the August 21, 2025 meeting. Carried All.

Treasurer Ed Flaitz presented the financial statements for August that had been emailed to the Board prior to the meeting. A motion was made by Rick Andolina Jr., seconded by Dave Parmley to approve the financial report as presented. Carried All.

COMMITTEE REPORTS

Audit Committee- Treasurer Ed Flaitz reported that the Audit Committee had paid bills in August from the operating account in the amount of \$116,518.07. A motion was made by Rick Andolina Jr., seconded by Dave Parmley to approve the Audit Committee report as presented. Carried All.

Personnel Committee – No Report

Governance Committee – No Report

Executive Director Report-

St. James Hospital 430 Canisteo Street Property – St. James Hospital's offer to donate 430 Canisteo St. to CHIDA was brought to the board previously and accepted. Dave Parmley read the formal resolution to accept the donation of 430 Canisteo St. including the land and commercial building. John Dagon updated board he is currently working on Quitclaim Deed with St. James lawyer. John Dagon recommends to order abstract title after closing. Executive Director Nisbet noted CHIDA agreed to pay St. James Hospital's legal fees for transfer of property. Bill Harwood and Adam Clark will be contacted to clean up exterior of property. After closing complete, CHIDA will make necessary repairs and reach out to realtors for possible uses for the property.

RC Carwash- Executive Director Nisbet reviewed the owner of RC Carwash is transferring part of property to CHIDA to build new city street. Steve Hubertus is assisting CHIDA to determine the location of the property line to verify the curb cut lines up.

Hornell Street Extension- Executive Director Nisbet reviewed a previous resolution approval of up to \$114,870 to complete Hornell St. Extension. A lower bid was submitted by C.P. Ward for \$67,800 and C.P. Ward was awarded the project. Executive Director Nisbet confirmed with Shawn Griffin another resolution was not needed due to a previously accepted amount for the project not to exceed \$114,870. C.P. Ward has guaranteed the project will be complete by October 31, 2025. RC Carwash is projected to open by the end of year.

Chairman Parmley requested an Executive Session. A motion was made by Rick Andolina Jr., seconded by Ed Flaitz to go out of regular session and enter into Executive Session under Public Officers Law, Article 7, Open Meeting Law, Section 105, paragraph D at 7:15 am. Carried All.

The Executive Session terminated at 7:27 am and a motion was made by Ed Flaitz, seconded by Rick Andolina Jr. to reconvene the meeting at 7:28 am. Carried All.

Old Business- No Report

New Business- No Report

There being no further business, the meeting was adjourned at 7:30 am upon motion from Ed Flaitz seconded by Rick Andolina Jr. Carried All.

Respectfully Submitted,
John Carbone, Secretary

DRAFT

4:35 PM

10/16/25

Accrual Basis

City of Hornell Industrial Development Agency

Balance Sheet

As of September 30, 2025

	Sep 30, 25
ASSETS	
Current Assets	
Checking/Savings	
1030 · Community - Operating Acct.	1,900,384.39
1033 · Five Star Bank MM	34.30
1034 · FIVE STAR BANK	106,009.82
1036 · Community Bank CD	253,440.70
1057 · Maple City Savings CD	150,246.16
1058 · Maple City CD #2	870,905.23
Total Checking/Savings	3,281,020.60
Accounts Receivable	
1105 · PILOT Receivables	42,421.10
1110 · Accounts Receivable - Trade	210,527.62
Total Accounts Receivable	252,948.72
Other Current Assets	
1111 · A/R	157,575.00
12000 · Advance Received Funds	-30,559.47
500 · Deferred Outflow of Resources	13,805.00
Total Other Current Assets	140,820.53
Total Current Assets	3,674,789.85
Fixed Assets	
1610 · Land	860,920.78
1620 · Buildings	7,974,023.32
1630 · Improvements	2,034,951.30
1640 · Machines & Equipment	58,333.31
1660 · Land Improvements	4,689,625.45
1670 · Office Equipment	23,431.92
1690 · Lease Assets	457,974.00
1700 · Accum Depr - Buildings	-6,319,191.68
1705 · Accum Depr - Improvements	-1,103,539.12
1710 · Accum Depr - Machines & Equip	-58,333.31
1725 · Accum Depr - Office Equipment	-22,102.00
1730 · Accum Depr- Land Improvements	-218,598.00
1790 · Accumulated Depreciation-Leases	-179,256.00
Total Fixed Assets	8,198,239.97
Other Assets	
1187 · Lease Receivable	4,874,437.00
1195 · Pre-Paid expenses	33,073.34
Total Other Assets	4,907,510.34
TOTAL ASSETS	16,780,540.16
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2050 · Accounts Payable - Trade	-241.97
Total Accounts Payable	-241.97

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City of Hornell Industrial Development Agency

Balance Sheet

10/16/25

As of September 30, 2025

Accrual Basis

	Sep 30, 25
Other Current Liabilities	
2350 · Accrued Realstate Tax - PILOT	80,206.44
2352 · Prepaid Pilots	8,500.00
2370 · Accrued Payroll Taxes	-119.43
2371 · Employees Retirement Fees	159.96
24000 · Payroll Liabilities	8.69
618 · Deferred inflow of Resources	4,728.00
638 · Net Pension Liability	5,077.00
Total Other Current Liabilities	98,560.66
Total Current Liabilities	98,318.69
Long Term Liabilities	
2041 · N/P STREDC	61,738.64
2043 · EDA- Shovel Ready initiative	40,832.33
2045 · Chamber of Commerce	176,792.00
2400 · Deferred Revenue	125,986.00
682 · Lease Liability	291,773.00
683 · OPEB Liability	133,170.00
691 · Deferred Inflow-Leases	4,874,437.00
Total Long Term Liabilities	5,704,728.97
Total Liabilities	5,803,047.66
Equity	
2710 · Fund Balance	5,386,052.70
32000 · Unrestricted Net Assets	5,400,231.37
Net Income	191,208.43
Total Equity	10,977,492.50
TOTAL LIABILITIES & EQUITY	16,780,540.16

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10/16/25

Accrual Basis

City of Hornell Industrial Development Agency
Profit & Loss
September 2025

	<u>Sep 25</u>
Ordinary Income/Expense	
Income	
8040 · Rental Income	74,986.28
Total Income	<u>74,986.28</u>
Gross Profit	74,986.28
Expense	
5010 · Salaries	10,989.15
5018 · Employee Benefit	3,088.75
5026 · IDA Payroll Expenses	1,035.16
6035 · Legal Fees	400.00
66000 · Payroll Expenses	3,475.00
7002 · meeting expense	380.28
7022 · Lease Expense	3,485.04
7050 · Telephone & Office Support	1,000.00
7100 · Insurance - Group Medical	919.81
7160 · Repair & Maintenance - Prop	1,100.00
7170 · Repair & Maintenance - Equip	494.99
7180 · Office Supplies	541.67
7280 · Postage	300.33
7301 · Utilities Expense	1,250.38
Total Expense	<u>28,460.56</u>
Net Ordinary Income	46,525.72
Other Income/Expense	
Other Income	
8020 · Interest Earned - Bank	2,825.05
Total Other Income	2,825.05
Other Expense	
9078 · Int - STREDEC	52.66
Total Other Expense	<u>52.66</u>
Net Other Income	2,772.39
Net Income	<u><u>49,298.11</u></u>

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City of Hornell Industrial Development Agency
Profit & Loss Budget Performance
September 2022

10/16/25

Accrual Basis

	Sep 22	Budget	Jan - Sep 22	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
3025 · Administrative Income	0.00		49,625.00		
3100 · Miscellaneous Income	0.00	0.00	0.00	0.00	0.00
8040 · Rental Income	86,659.02	76,909.00	734,770.53	686,449.00	915,743.00
Total Income	86,659.02	76,909.00	784,395.53	686,449.00	915,743.00
Gross Profit	86,659.02	76,909.00	784,395.53	686,449.00	915,743.00
Expense					
5010 · Salaries	5,707.70	5,450.00	47,149.76	50,668.00	67,500.00
5015 · Retirement - Employers Share	0.00	0.00	0.00	0.00	5,600.00
5018 · Employee Benefit	1,935.00	1,935.00	17,415.00	17,415.00	23,220.00
5020 · Executive Director Fee	12,019.25	9,615.40	93,750.15	91,346.20	125,000.00
5026 · IDA Payroll Expenses	1,340.80	1,182.50	10,759.95	11,049.65	15,350.00
5035 · Consulting Fee	13,969.00	13,969.00	125,721.00	125,721.00	167,628.00
6030 · Accounting	0.00	0.00	9,425.00	10,000.00	10,000.00
6035 · Legal Fees	400.00	1,136.36	3,737.04	9,090.92	12,500.00
6040 · Vehicle Allowance	0.00	0.00	0.00	0.00	0.00
6070 · Bank Service Charges	27.00	0.00	77.00	0.00	0.00
6550 · Dues & Subscriptions	0.00	100.00	1,328.00	2,145.00	5,500.00
6560 · Depreciation Expense	22,976.00	22,976.00	206,784.00	206,784.00	275,712.00
7000 · Travel & conferences	0.00	1,000.00	332.46	9,600.00	15,000.00
7005 · Conferences - IDA & EZ	0.00	3,000.00	3,234.68	10,000.00	15,000.00
7015 · Equipment	0.00	450.00	0.00	3,650.00	5,000.00
7018 · Empire Zone Expenses	0.00	0.00	0.00	0.00	0.00
7020 · Rent	0.00	700.00	6,300.00	6,300.00	8,400.00
7022 · Lease Expense	10,500.00	2,500.00	54,500.00	22,500.00	30,000.00
7025 · Web Site Services	599.40	0.00	714.90	0.00	0.00
7050 · Telephone & Office Support	207.18	218.33	10,380.52	10,870.01	14,500.00
7090 · Insurance - General	3,375.05	3,045.67	26,173.02	27,410.99	36,548.00
7100 · Insurance - Group Medical	450.78	2,197.87	15,353.15	20,992.89	28,140.00
7160 · Repair & Maintenance - Prop	267.00	2,995.00	35,780.00	26,015.00	35,000.00
7170 · Repair & Maintenance - Equip	1,493.21	627.05	3,197.45	5,118.85	7,000.00
7180 · Office Supplies	0.00	46.50	5,017.00	5,586.50	7,500.00
7190 · Outside Services	0.00	650.00	63,600.00	68,050.00	70,000.00
7280 · Postage	32.56	70.00	3,210.77	3,750.00	5,000.00
7290 · Real Estate Taxes	0.00	0.00	6,095.91	5,600.00	5,600.00
7300 · Miscellaneous	0.00	0.00	0.00	0.00	0.00
7301 · Utilities Expense	518.94		682.75		
Total Expense	75,818.87	73,864.68	750,719.51	749,664.01	990,698.00
Net Ordinary Income	10,840.15	3,044.32	33,676.02	-63,215.01	-74,955.00
Other Income/Expense					
Other Income					
8020 · Interest Earned - Bank	666.52	823.00	2,714.58	3,576.17	5,000.00
Total Other Income	666.52	823.00	2,714.58	3,576.17	5,000.00
Other Expense					
9078 · Int - STREDEC	95.32	95.52	899.80	900.02	1,179.00
Total Other Expense	95.32	95.52	899.80	900.02	1,179.00
Net Other Income	571.20	727.48	1,814.78	2,676.15	3,821.00
Net Income	11,411.35	3,771.80	35,490.80	-60,538.86	-71,134.00