



**Village of Port Chester
Industrial Development Agency
222 Grace Church Street Room 204
Port Chester, NY 10573**

Agenda: Wednesday, September 13, 2023

Time: 6:30pm

Village Hall Conference Room

- 1. IDA Roll Call**
- 2. Old Business**
 - a. Hines Station Lofts due diligence discussion
Review of due diligence documentation and September 6th public hearing
- 3. Chairman's Remarks**
- 4. Approval of Minutes**
 - a. August 9, 2023
 - b. September 6, 2023 Hines Station Lofts Public Hearing
- 5. AD Report**
 - a. Project Monitoring RFP Discussion
 - b. AD Report
- 6. Resolutions**
 - a. Project Authorizing Resolution foot Hines Station Lofts Project at 67 New Broad Street
 - b. Awarding of the Project Monitoring RFP to Loewke Brill
- 7. IT Director Report**
 - a. IT Director Report
- 8. Treasurer's Report**
 - a. Approval of Invoices
 - b. Agency Financial Snapshot

9. Annual Agency Reorganization

- a. Resolution - Election of Officers, committees and reapproval of agency policies
- b. Current Certified Resolution
- c. FY 2023-24 Adopted PCIDA Budget with 5 year projections and actuals thru 5/31/23
- d. Records Retention and Disposition Policy Draft
- e. Records Retention Policy Adoption Resolution

10. Executive Session

- a. Executive Session - the financial history of particular people or corporations or matters leading to the appointment of particular people

11. Adjournment

- a. Next meeting October 11, 2023
Staff contracts

How to Follow the PCIDA

The meeting will be:

- Streamed on [PCTV](#)
- Broadcast over local cable system public access channels
 - Channel 43 FIOS
 - Channel 75 Optimum

Past meetings are [archived for streaming](#).

For more information on the PCIDA, visit the [website](#).