

Thousand Islands Bridge Authority  
Friday, March 25, 2022, 10:30 A.M.  
American Administration Building

**PRESENT** Bruce Armstrong, Chairman  
Natalie Kinloch, Secretary-Treasurer  
Thye Lee, Assistant Secretary-Treasurer  
Richard Iglinski, Assistant Secretary-Treasurer  
Robert J. Storms, Assistant Secretary-Treasurer  
Douglas D. Dier, Assistant Secretary-Treasurer  
Peter Walton, Legal Counsel  
Timothy Sturick, Executive Director  
Bill Moulton, Director, Bridge Facilities Operations & Maintenance  
Bryan Olson, Manager, Finance & Administration  
Brian Salisbury, Director, Boldt Facilities Operations, Maintenance  
& Construction  
Caryn Bieber, Boldt Facilities Concessions Manager  
Keri Jobson, Boldt Facilities Operations Manager  
Patrick Labiendo, Facilities Safety & Security Officer  
Lohanne Messenger, Senior Accountant/Office Manager  
Corey Fram, Director of Tourism (TIRTDC)

**ALSO** Ronald Thomson

**MEDIA** None in Attendance

**MINUTES**

The meeting was called to order by Bruce Armstrong, Chairman. Upon motion by Robert J. Storms and seconded by Natalie Kinloch, the minutes of the meeting held on February 25, 2022, were unanimously approved.

**COMMUNICATIONS**

Mr. Sturick reported that Mr. Lee, Mr. Iglinski and Mr. Fram were participating via conference call.

Mr. Sturick introduced Ms. Bieber, Boldt Facilities Concessions Manager to the board members.

**FINANCIAL MATTER**

Financial Statement: Mr. Olson reported that Exhibits A through D were subject to the Certified Public Accountant's year-end audit adjustments. Mr. Olson, in reviewing the Financial Statement Balance Sheet (Exhibit A) for the month of February 28, 2022, reported that the Authority's directly held Cash and Investment Obligations, total to date of \$8,765,777 compared to \$7,715,943 for the prior fiscal year representing an increase of \$1,049,834 or 11.98% above the previous period. Mr. Olson reported Total Facilities to date of \$63,176,970 compared to \$66,175,032, for the prior fiscal year representing a decrease of \$2,998,062 or 4.53% below the previous period. Mr. Olson reported Total Assets to date of \$79,157,780 compared to \$78,624,869, for the prior fiscal year representing an increase of \$532,911 or 0.68% above the previous period. Mr. Olson reported Payables total to date of \$11,687,210 compared to \$8,663,185 for the prior fiscal year, representing an increase of \$3,024,025 or 34.91% above the previous period. Mr. Olson reported the Provision for Canadian Dollar Conversion total to date of \$134,349 compared to \$183,434, the prior fiscal year representing a decrease of \$49,085 or 26.76% below the previous period. Mr. Olson reported Total Statutory Equity stands at \$54,860,137, compared to \$53,105,290 for the previous fiscal year, representing an increase of \$1,754,847 or 3.30% above the previous period.

In reviewing Exhibit B Net Revenue (Loss) – Bridge, Other Facilities & Programs), Mr. Olson reported Toll Income at \$7,139,757 versus \$5,921,841 for the previous period representing an increase of \$1,217,916 or 20.57% above the previous period. Mr. Olson reported total Cost of Operations for Bridge Facilities is recorded at \$5,717,577 versus \$7,512,401 for the previous

period representing a decrease of \$1,794,824 or 23.89% below the previous year. Mr. Olson reported total Canadian Dollar Conversion is recorded at (\$63,789) versus \$205,379 for the previous period representing a decrease of \$269,168 or 131.06% below the previous period. Mr. Olson reported total Net Revenue (Loss) is recorded at \$1,485,969 versus (\$1,795,938), for the previous period representing an increase of \$3,281,907 or 182.74% above the previous year. Mr. Olson reported FBCL's Net Revenue (Loss) Share is recorded at \$770,630 as compared to (\$510,747) the previous period representing an increase of \$1,281,377 or 250.88% above the previous period. Mr. Olson reported TIBA's Net Revenue (Loss) Share through February 28, 2022, is recorded at (\$943,540) as compared to (\$1,384,140) for the previous period representing an increase of \$440,600 or 31.83% above the previous period. Mr. Olson reported the Total Revenue from Other Facilities & Programs is recorded at \$3,334,292 compared to \$3,102,347 for the previous period representing an increase of \$231,945 or 7.48% above the previous period. Mr. Olson reported the Cost of Operations from Other Facilities & Programs is recorded at \$3,068,349 compared to \$2,813,551 for the previous period representing an increase of \$254,798 or 9.06% above the previous period. Mr. Olson reported Total Net Revenue (Loss) from Other Facilities & Programs year-to-date of \$265,942 as compared to \$288,796 for the prior year, representing a decrease of \$22,854 or 7.91% below the previous year. Mr. Olson reported Net Revenue (Loss) from all operations (Bridge, Other Facilities & Programs), through February 28, 2022 is (\$677,597) compared to (\$1,095,345) for the prior fiscal year, representing an increase of \$417,748 or 38.14% above the previous fiscal year.

With respect to Exhibit C (Statement of Source & Use of Funds), Mr. Olson reported that Net Revenue (Loss) plus the adjustment for non-cash cost of depreciation reflects total funds available of \$2,325,309 compared to \$1,685,136 the prior fiscal year, representing an increase of \$640,173 or 37.99% above the previous fiscal year. Mr. Olson reported Bridge Facilities Use of Funds year-to-date total of \$22,385, compared to \$1,051,447 for the previous year representing a decrease of \$1,029,062 or 97.87% below the previous fiscal year. Mr. Olson reported Other Facilities & Programs year-to-date total \$496,938 compared to \$2,750,373 representing a decrease of \$2,253,435 or 81.93% below the previous fiscal year. Mr. Olson reported Total Use of Funds year-to-date total \$519,323 compared to \$3,801,820 for the prior year, representing a decrease of \$3,282,497 or 86.34% below the previous year. In terms of Net Increase (Decrease) in Operating Cash and Other Net Current Assets, the current year-to-date amount stands at \$1,805,986 compared to (\$2,116,684) for the prior fiscal year, representing an increase of \$3,922,670 or 185.32% above the previous year.

Mr. Olson reviewed Exhibit D (Shared Special Maintenance Project Expenses) for February 28, 2022, reported \$25,397 for the month and year to date expenses totaling \$50,668.

Financial Statements: Upon Mr. Olson's presentation of the financial statements for the month of February 28, 2022, a motion to accept the financial report was moved by Richard Iglinski, seconded by Natalie Kinloch, and duly accepted.

Capital Projects Obligation Report: Mr. Olson reviewed the report dated February 28, 2022, noting the Total TIBA•FBCL Projects Budget is \$85,000, with the obligated amount being \$57,118 and incurred to-date of \$57,118 and a balance due of \$25,397. Mr. Olson reported Total TIBA Projects Budget is \$190,000 with the obligated amount being \$11,032 and incurred to-date of \$11,032 and a balance due of zero. Mr. Olson reported Total Bridge Facilities Projects Budget is \$275,000, with the obligated amount being \$68,150, incurred to-date of \$68,150 and a balance due of \$25,397. Mr. Olson reported Total Boldt Facilities Projects budget is \$517,000 with the obligated amount being \$321,557 and incurred to-date of \$321,557 and a balance due of zero. Total appropriations for Capital Programs for Bridge and Other Facilities & Programs for FY 2021-2022 is \$792,000 with the current obligated amount being \$389,707 and incurred to-date of \$389,707 and a balance due of \$25,397.

Investment Report: Mr. Olson reviewed the Fund & Investment Report dated February 28, 2022 in detail noting investments totaling \$8,765,777 with an average rate of return of .08% versus .11% in 2021. Mr. Olson also reported pledged securities for each U.S. institution were in place and at levels equal to or greater than the required minimum (100%).

**Approval/Ratification of Routine and Special Expense Payments – Proposed Resolution No. 1:** Mr. Sturick read the following resolution which was moved by Robert J. Storms and seconded by Douglas D. Dier and duly adopted.

**SEE ATTACHMENT 1**

Bridge Facility Vehicle Traffic & Revenue Comparison:28 Days of February (2021-2022 compared to 2020-2021)

FY21-22	Total Vehicles	69,424	-	14,428	-	26.2%
	Total Revenue	\$539,014	-	\$128,961	-	31.4%

12 Months March/February (2021-2022 compared to 2020-2021)

FY21-22	Total Vehicles	1,101,609	-	141,607	-	14.8%
	Total Revenue	\$7,278,817	-	\$1,197,911	-	19.7%

14 Days March (2022-2023 compared to 2021-2022)

FY22-23	Total Vehicles	40,997	-	10,987	-	36.6%
	Total Revenue	\$293,468	-	\$66,636	-	29.4%

Mr. Sturick reported total vehicles and total revenue for February 2022 and the totals for the twelve (12) months of fiscal year 2019/2020 indicating that fiscal year 2021/2022 vehicles and revenues continue to be lower than fiscal year 2019/2020. Mr. Sturick reported that traffic is up for the first fourteen (14) days of March 2022/2023 compared to fiscal year 2021/2022, but still showing a significant decrease in traffic and revenues compared to fiscal year 2019/2020. Mr. Sturick reported that the Currency Exchange Rate Comparison has been updated to reflect current information.

Mr. Sturick reviewed the Bridge and Tunnel Operators Association (BTOA) Traffic Report for YTD February 2022 and February 2021. Mr. Sturick reported total crossings for YTD February 2022 and February 2021 were 137,071 compared to 115,965 the previous period YTD representing an increase of 21,106 or 18.2% above the previous period. Mr. Sturick reported that the current year-to-date reflects the correction to the commercial vehicles that was incorrect on the January 2021 year-to-date.

**Capitalization Policy – Proposed Resolution No. 2:** Mr. Olson read the following resolution which was moved by Natalie Kinloch and seconded by Richard Iglinski and duly adopted.

**SEE ATTACHMENT 2**

**PROJECT REPORTS**

**Bridge Facilities**

**Operations and Maintenance Activities**

Mr. Moulton reported that the staff have been active with snow removal. Mr. Moulton reported that the four (4) plow trucks have been repaired. Mr. Moulton reported that the U.S. and Canadian maintenance staff has returned to their regular work hours which includes being on call. Mr. Moulton reported that staff have been working on both bridges making repairs to streetlights and warning lights, replaced two (2) transformers and made repairs to the navigation lights on the Canadian Bridge, upgrading necklace lights to LED lighting fixtures, making temporary pothole repairs above deck and under deck inspections and repairs to a diagonal stay cable assembly on the U.S. Bridge. Mr. Moulton reported that the 2022 Bridge Painting Program will begin May 2, 2022. Mr. Moulton reported that twelve (12) positions are available on each side. Mr. Moulton reported that they have been interviewing and may possibly have eight (8) or nine (9) seasonal positions filled on both sides and continue advertising the positions available. Mr. Moulton reported that on March 9, 2022, there was an oil spill at CBSA as the result of a ruptured transport fuel tank. Mr. Moulton reported that TIBA staff were on site for the initial spill

response to block off the storm drain covers, put sand down and built booms and containment pools in the outfall areas. Mr. Moulton reported that it is the responsibility of the transport company to clean up the spill. Mr. Moulton reported that TIBA staff did an excellent job with the initial spill response to help contain it. Mr. Moulton reported that Specialized Onsite Services, Inc. of Napanee, Ontario, Canada, which is an environmental project management company was hired by trucking company to complete cleanup. Mr. Moulton reported that he participated in a virtual Bridge Inspectors meeting hosted by the New York State Department of Transportation (NYSDOT) on March 8<sup>th</sup> - March 9<sup>th</sup>, 2022.

#### Safety, Security & Wellness

Mr. Labiendo reported no new injuries in the past month with one (1) open claim. Mr. Labiendo reported that the new Omicron BA.2 subvariant is now the most dominant strain of COVID-19 in Europe and the U.S. Mr. Labiendo reported that Omicron BA.2 is highly transmissible but less severe. Mr. Labiendo reported that he has been distributing the Emergency Response Plan to outside agencies on the U.S. and Canadian side. Mr. Labiendo reported that the required testing/safety programs for the 2022 Bridge Painting Program are scheduled to begin on May 2, 2022. Mr. Labiendo reported that Advanced Industrial, Inc. of Kingston, Ontario, Canada, will be providing the required training. Mr. Labiendo reported that representatives from Advanced Industrial, Inc. are scheduled to be at the Canadian side on May 3<sup>rd</sup> – May 4<sup>th</sup>, 2022, for the Canadian maintenance staff training and will be on the U.S. side on May 5<sup>th</sup> – May 6<sup>th</sup>, 2022, for the U.S. maintenance staff training. Mr. Labiendo reported that he is working on finalizing contracts with River Hospital, Inc. of



Alexandria Bay, N.Y., and Walsh & Associates of Kingston, Ontario, Canada, for the medical testing for the U.S. and Canadian maintenance staff. Mr. Labiendo reported that he is working on scheduling two (2) first aid, CPR and AED classes for TIBA and Boldt Castle staff.

### **Other Facilities and Programs**

#### Boldt Facilities

Ms. Jobson reported that the Boldt Facilities will open on Saturday, May 7, 2022. Ms. Jobson reported that Ms. Mowers and herself would be performing the annual upgrade to the POS system software. Ms. Jobson reported that they now can scan Uncle Sam Boat Tours pre-sale tickets which would simplify the end of day closeouts. Ms. Jobson reported there are currently thirty-seven (37) weddings scheduled for the 2022 operating season and six (6) weddings scheduled for the 2023 operating season. Ms. Bieber reported that she has received approximately half of the new merchandise. Ms. Bieber reported that she has purchased additional local products for the 2022 operating season due to the products being well received by the customers in prior years. Ms. Bieber reported as the result of the new law effective January 1, 2022, stating that Styrofoam is banned throughout NYS, she will be using plant-based bowls and paper cups. Ms. Bieber reported currently there are four (4) positions available in the gift shop and six (6) in concessions. Mr. Salisbury reported that the final documents from the various agencies including the New York State Department of Environmental Conservation (NYSDEC), State Pollutant Discharge Elimination System (SPDES), Storm Water Pollution Prevention Plan (SWPPP) and New York State Office of General Services (OGS) have been received for the Boldt Facilities Wastewater

Treatment Plant. Mr. Salisbury reported maintenance staff have been performing boat maintenance such as electrical repairs, sanding, painting, replacing seat bottoms and floors, installed the bubbling de-icing system in the Boldt Yacht House and routine maintenance. Mr. Salisbury reported that they are lacking additional employees during the “shoulder” season, which is from opening on May 7, 2022, until summer vacation begins for the students towards the end of June 2022 and from mid-August until closing of the Boldt Facilities in October 2022. Ms. Jobson thanked Ms. Kinloch for sharing her thoughts and suggestions on hiring. Ms. Jobson reported that she has recently participated in virtual job fairs and would be attending a job fair in Watertown, N.Y., on Thursday, March 31, 2022, and there is one scheduled in Clayton, N.Y., on April 20, 2022. Ms. Jobson reported that they have posted positions at the local schools, Jefferson Community College (JCC), at Fort Drum, the TIBA website and in the local papers. Ms. Jobson reported that they have received applications recently and have been setting up interviews. Ms. Jobson reported that they currently have twenty-seven (27) positions available at the Boldt Facilities.

#### **OTHER MATTERS**

#### **Resolution to Adopt a New Staff and Services Agreement with the Thousand Islands Regional Tourism Development Corporation – Proposed**

**Resolution No. 3:** Mr. Sturick read the following resolution which was moved by Douglas D. Dier and seconded by Robert J. Storms and duly adopted.

**SEE ATTACHMENT 3**

With no other business, a motion to adjourn the meeting was made by Bruce Armstrong and unanimously seconded.

**NEXT AUTHORITY MEETING**

By unanimous consent, the time and place of the next Authority meeting were set for Friday, April 22, 2022, @ 10:30 am, in the American Administration Building.

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Secretary

**ATTACHMENT 1**

**RESOLUTION NO. 1**

**RE: APPROVAL/RATIFICATION OF ROUTINE EXPENSE PAYMENTS  
AND APPROVAL OF SPECIAL EXPENSE PAYMENTS**

The following resolution was moved by Robert J. Storms, seconded by Douglas D. Dier and duly adopted.

WHEREAS, the below listed requisitions and vouchers, together with invoices and other supporting documentation for routine and special expense payments made since the Authority meeting held on February 25, 2022, were available and reviewed by the Authority during the meeting held on March 25, 2022 (viz):

<u>Date</u>	<u>Requisition</u>	<u>Voucher Number</u>	<u>Amount</u>
03/01/22	3383	32447-32464 - US / C10035-C10036 - CD	\$ 46,387.34
03/08/22	3384	32465-32483 - US / C10037-C10049 - CD	226,837.13
03/15/22	3385	32484-32507 - US / C10050-C10058 - CD	72,856.00
03/22/22	3386	32508-32529 - US / C10059-C10064 - CD	129,313.18
			<b>\$ 475,393.65</b>

NOTE: U.S. check #32269 was voided & replaced with check #32466. The original check was lost in the mail.

WHEREAS, in a similar manner, the below listed Special Expense Payments, together with invoices and other supporting documentation which require specific approval before payment is made, were available and reviewed by the Authority during the meeting held on March 25, 2022 (viz):

	<u>Amount</u>
Anderson Transportation Services - 2021-2022 Commercial Rebate	\$ 5,042.50
Anderson Transportation Services - 2021-2022 Commercial Rebate	1,253.98 CD
Bay Brokerage - 2021-2022 Commercial Rebate	519.74
Bay Brokerage - 2021-2022 Commercial Rebate	684.65 CD
Challenger Motor Freight - 2021-2022 Commercial Rebate	1,396.55
Challenger Motor Freight - 2021-2022 Commercial Rebate	1,147.81 CD
Gypsum Express Ltd. - 2021-2022 Commercial Rebate	550.58
Gypsum Express Ltd. - 2021-2022 Commercial Rebate	711.17 CD
Kairon Transport - 2021-2022 Commercial Rebate	430.68
Kairon Transport - 2021-2022 Commercial Rebate	584.33 CD
KBD Transportation - 2021-2022 Commercial Rebate	1,369.10
KBD Transportation - 2021-2022 Commercial Rebate	1,853.00 CD
Kriska Holdings Ltd. - 2021-2022 Commercial Rebate	902.20
Kriska Holdings Ltd. - 2021-2022 Commercial Rebate	5,127.97 CD
Transport Herve Lemieux 1975 Inc. - 2021-2022 Commercial Rebate	560.24
Transport Herve Lemieux 1975 Inc. - 2021-2022 Commercial Rebate	742.31 CD
Transport Robert (1973), LTEE - 2021-2022 Commercial Rebate	1,167.11
Transport Robert (1973), LTEE - 2021-2022 Commercial Rebate	1,635.76 CD

XTL Transport, Inc. - 2021-2022 Commercial Rebate	1,134.50	
XTL Transport, Inc. - 2021-2022 Commercial Rebate	1,806.93	CD
Action Printwear - Boldt Castle Brochures	8,773.25	
Advanced Business Systems - Copier Annual Maintenance - Administration	1,317.60	
Aubertine & Currier - Professional Services - Boldt Castle Wastewater Treatment Facility Replacement	1,089.55	
Cheney Tire, Inc. - Tires & Rims - Plow Truck #2	3,042.22	
DM Shaver, Inc. - Repair Generator - NCWC	9,948.56	
DRCS LLC - Annual Renewal for Office 365 - TIBA, Boldt Castle & NCWC	4,641.35	
E-ZPass Interagency Group IAG - Membership & Dues 2022	25,000.00	
Gilco Auto & Truck Service Center - Repair - Plow Truck #1	5,829.76	
Griffin Greenhouse - Greenhouse Planting Supplies	1,163.81	
Hanes Supply, Inc. - Paint Brushes - 2022 Bridge Painting Program	4,710.00	
International Bridge, Tunnel & Turnpike Association (IBTTA) - Annual Dues 2022	7,013.00	
New York State Thruway Authority - Quarterly Support Billing	5,990.91	
P&T Supply and Services, Inc. - Supplies for Circulating Pump - NCWC	2,065.50	
Parsons Transportation Group - Retainer & Overweight Permits - September 2021- November 2021 - Girder Repair Work at both Towers Including Design, Detailing and Procedure - Canadian Bridge	6,652.00	
Pomerville's Septic Services, Inc. - Septic Tank Pump Out - Duty Free	19,305.00	
S. Systems Company - Annual Contract - Currency Counter & Coin Packager - U.S. & Canadian Toll	1,320.00	
Stadium International Trucks - Repair - Plow Truck #5	1,900.00	
1000 Islands International Tourism Council - 2022 Travel Guide	1,842.25	
Town of Orleans - 2022-2023 PILOT	5,900.00	
Wirerope Works, Inc. - Galvanized Rope - U.S. Bridge	7,500.00	
Fast Response Fire Systems, Inc. - Preventative Inspection - CBSA	25,396.80	
HTS Engineering, Ltd. - CBSA - Replaced the Flame Rod and Ignitor Assembly for Hot Water Tank #2 and Replaced the Gas Valve for Hot Water Tank #1 - HVAC Preventative Maintenance - August 1, 2021 - July 31, 2022	2,919.10	CD
MNP LLP - Professional Services	2,339.10	CD
REL Controls - Repair Actuators & Actuator Valve & Replacement of Damaged CO2 Sensor on Support Column - Warehouse - CBSA	5,350.27	CD
Schindler Elevator Corporation - Quarterly Billing/Contract - 03/1/22 - 05/31/22- CBSA	2,782.50	CD
	9,047.36	CD
	4,474.46	CD
	<u>\$ 205,935.46</u>	

WHEREAS, the Executive Director has recommended approval of all Routine and Special Expense Payments as proper obligations of this Authority.

RESOLVED, that the Authority as it's proper act and deed, hereby approves and ratifies in all respects the routine and special expense payments represented by Requisition No. 3383 through No. 3386 as set forth herein, totaling \$475,393.65, and

RESOLVED, that the Authority, as its proper act and deed, hereby approves for payment special expenses set forth herein, totaling \$205,935.46.

**ATTACHMENT 2**

**RESOLUTION NO. 2**

**RE: CAPITALIZATION POLICY**

The following resolution was moved by Natalie Kinloch, seconded by Richard Iglinski and duly adopted.

WHEREAS, the Thousand Islands Bridge Authority (the "Authority") currently has an established capitalization policy that states depreciable equipment having a value of \$2,500, authorized projects having a value of \$15,000 or more, and improvements extending the useful life of the Bridge Facilities are capitalized and depreciated using the straight-line method over their estimate economic useful lives, and

WHEREAS, Section 9 of the Agreement between The Federal Bridge Corporation Limited (the "FBCL") and the Authority (the "Agreement"), effective July 1, 2020, defined the term normal maintenance for any repair, improvement or replacement to be either (i) an expenditure of \$25,000 U.S or less which is applicable to the Bridge for any single item or separate project; or (ii) an expenditure of \$10,000 U.S. or less which is applicable to buildings, property or equipment; or (iii) if regardless of the cost, the Authority and the FBCL agree in writing that it shall be minor maintenance, and

WHEREAS, after review of the capitalization policy and the Agreement, it is the recommendation of the Executive Director and the Authority's internal independent auditor's that the capitalization policy be modified to correspond with the dollar thresholds provided in the Agreement effective March 1, 2022.

NOW THEREFORE BE IT

RESOLVED, that the Authority hereby approves the modification of the capitalization policy to correspond with the dollar thresholds provided in the Agreement to be effective March 1, 2022.

ATTACHMENT 3

**RESOLUTION NO. 3**

**RE: RESOLUTION TO ADOPT A NEW STAFF AND SERVICES AGREEMENT  
WITH THE THOUSAND ISLANDS REGIONAL TOURISM DEVELOPMENT  
CORPORATION**

The following resolution was moved by Douglas D. Dier, seconded by Robert J. Storms and duly adopted.

WHEREAS, the Thousand Islands Bridge Authority (the "Authority") previously entered into a Facilities, Services and Human Resources Cooperative Agreement (the "Staff and Services Agreement") with the Thousand Islands Regional Tourism Development Corporation (the "Tourism Corporation"), dated June 19, 1997; and

WHEREAS, in accordance with Article 1.1 of the Staff and Services Agreement, the Authority by Resolution No. 47 adopted on 12/18/2020 approved a twenty-fourth, one (1) year extension to the Staff and Services Agreement, the term of expired on February 28, 2022; and

WHEREAS, the Staff and Services Agreement was further in need of updating based on changed circumstances since its inception; and

WHEREAS, the Executive Director of the Authority and the Director of Tourism of the Tourism Corporation have negotiated a new Staff and Services Agreement (the "New Agreement") between the parties, wherein the Authority shall continue to support the Tourism Corporation through staffing and in-kind services as more fully set forth in the New Agreement; and

WHEREAS, it is the recommendation of the Executive Director of the Authority that the Authority adopt the New Agreement in the form as presented to the Board of Directors of the Authority, it being in the best interests of the Authority to do so.

NOW, THEREFORE BE IT

RESOLVED, that the Authority approves the New Agreement between the Authority and Tourism Corporation, effective March 1, 2022 and end February 28, 2023, under the terms and conditions set forth therein and renewed annually upon mutual consent of both parties; and

FURTHER BE IT

RESOLVED that the Authority's Chairman of the Board of Directors is hereby authorized and directed to execute the New Agreement on behalf of the Authority as the Authority's proper act and deed, binding the Authority to the terms thereof.