

Tioga County IDA Executive Administrator

List of Accomplishments – Year 2021

- Completed the NYS Comptroller PARIS Report prior to deadline
- Assisted Inero & Co to complete the annual audit prior to deadline
- Maintained updated procedures for effective sales tax exemption tracking
- Ongoing administration of LINC USDA Reporting and LINC Administration Fees
- Verified loan recipient and PILOT employee numbers
- Ongoing administration of PILOT Agreements and PILOT invoicing/distribution
- Ongoing administration of IRP, RBEG, Façade, and COVID-19 loan programs and IDA Paint Program
- Conducted 2021 site visits for all active loans
- Completed Monkey Run FEMA Grant
- Administered USDA RBDG Broadband Grant
- Ongoing administration of AB-017 E-Site Water System Capital ESD Grant
- Applied for Richford Railroad FEMA Grant
- Coordinated with Tioga County Soil & Water Conservation District to ensure responsible oversight of IDA owned property
- Ongoing compliance for IDA Livestream Requirement
- Administered lease invoicing and agency fee invoicing
- Ye Olde Country Florist IRP Loan Closing
- At Your Door Mobile Dog Grooming IRP Loan Closing
- Facilitated Waverly Trade Center Grant Disbursement
- Prepared cost benefit analysis and presented to municipalities for PILOT applications: INHS Temple and Liberty LLC, West Bay Star LLC, SunEast Valley Solar LLC
- Outreach to Companies/Project leads regarding Southern Tier 8 Regional Coalition to EDA's Build Back Better Program regarding Clean Energy funding
- Community outreach: Participated as a judge for the Business Plan Competition for the Entrepreneurship Assistance Center, SUNY Broome Community College
- Worked closely with Tioga County ED&P regarding potential new development projects
- VEDA (Valley Economic Development Association) Board Member – 4/2019-Current
- Participated in joint marketing campaign with Tioga County ED&P and Tioga County LDC
- Obtained wetland delineation, land appraisal, and facilitated land purchase; Strong Road property