

DRAFT

**Tioga County IDA Executive Director
List of Accomplishments
Year: 2017**

- ❖ Completed the PARIS report to the NYS Comptroller prior to deadline
- ❖ Assisted Piaker & Lyons to complete the annual audit prior to deadline
- ❖ Ongoing assistance to project owners with completing required ST-60s paperwork accurately for sales tax benefits
- ❖ Worked closely with the ED&P department regarding prospects and potential new development projects: Ameresco Solar, Distributed Sun (Sun 8), 2 Plus 4 Construction (Brick Pond Apartments), Project Steel, and Project Freehold
- ❖ Tioga Downs Phase IV PILOT Closed – 3/2017, Gateway PILOT Closed – 8/2017
- ❖ Ongoing administration of the NYS DOT Grant on behalf of Waverly Trade Center
- ❖ Ongoing administration of the ESD Grant for the Nichols WWTP
- ❖ Ongoing administration of the loan programs
- ❖ Ongoing outreach of the loan programs
- ❖ Conducted all 2017 site visits for active IRP loans
- ❖ LINC Reports for the loan program were completed prior to deadline
- ❖ Participated in the 2017 Annual IDA Meeting 1/2017
- ❖ Participated two IEDC training seminars – 2/2017, 11/2017
- ❖ VEDA (Valley Economic Development Association) Board Member – 12/2015 – current
- ❖ Greater Valley Chamber of Commerce Board Member – 5/2017 – Current
- ❖ Assisted VEDA (Valley Economic Development Association) with loan reviews when necessary – Originated Stiletto's Hair and Nails VEDA loan - \$23,500.00
- ❖ Total IRP funds committed in 2017: \$123,500.00
- ❖ New IDA Loans: Gigglebox Play House (\$25,000.00) – Closed 3/2017; Stiletto's Hair and Nails (\$23,500.00) – Closed 5/2017; R&C Auto (\$40,000.00) – Closed 5/2017; Granite Works (\$100,000.00) – Closed 5/2017; Tioga Gardens (\$20,000.00) – Closed 5/2017; Elston Enterprises, LLC (\$100,000.00) – Closing Pending
- ❖ Assisted with Commercial Façade Improvement Loans: The Parkview Restaurant (\$38,932.00); Ford Car Wash (\$13,320.00); Ike and Julie Lovelass (\$26,550.00); Owen Insurance– (\$35,309.20); Elston Enterprises, LLC (\$9,450.00)
- ❖ Worked with ED&P to strategize and fund studies in effort to make IDA owned sites as shovel ready as possible
- ❖ Purchased the Lounsberry 1.2A property in the Town of Nichols – Closed 5/2017 – Demolished 8/2017 (\$125,000.00)
- ❖ Purchased the 19.8 Acre Hess Property in the Town of Nichols – Closed 10/2017 (\$239,000.00)
- ❖ Met with the PSC in Albany 11/2017
- ❖ Promoted to voting member of VEDA

- ❖ Implemented the IDA's internship program - hired 3 interns in 2017
- ❖ Spoke in opposition at the 11/8 public hearing for the proposed SUEZ water increases
- ❖ Prepared a letter in opposition to the proposed SUEZ water increases
- ❖ Attended ribbon cutting ceremonies for: Crown Cork and Seal, Owego Gardens, and Nichols Cross Dock (FedEx)
- ❖ Assisted in conducting a county-wide housing analysis
- ❖ Drafted the 2022 strategic plan for the IDA
- ❖ Initiated a joint marketing campaign w/ Tioga County ED&P and LDC
- ❖ Promoted from Executive Administrator to Executive Director – 5/2017
- ❖ Trained C. Haskell on accounts receivable, accounts payable, and loan servicing
- ❖ Attended Village, Town and County meetings when necessary
- ❖ Updated policies to be concurrent with new ABO requirements
- ❖ Wrote and presented a Solar Project Policy to the Governance Committee – Adopted 5/2017