

Tioga County IDA Executive Administrator
List of Accomplishments
Year: 2019

- ❖ Completed the NYS Comptroller PARIS Report prior to deadline
- ❖ Assisted Bonadio & Co to complete the annual audit prior to deadline
- ❖ Assisted NYS Comptroller to complete Report of Examination 2019-M190
- ❖ Implemented procedures to improve sales tax exemption tracking
- ❖ Participated in trainings: Leadership Tioga, Department of Taxation & Finance Sales & Use Tax Webinar, ABO Public Authorities Board Member Training Webinar, NYS Comptroller Tax Cap Webinar, SUNY Broome QuikBooks, NYS Comptroller Introduction to Governmental Accounting, Young Professionals Summit, State Environmental Quality Review Land Use Training
- ❖ Coordinated Demolition at IDA owned 96 Smith Creek Road; shovel ready initiative
- ❖ Updated website to comply with ABO Policy Guidance Issued 6/3/2019
- ❖ Responded to Senator Skoufis' IDA Information Request by deadline 6/28/2019
- ❖ Verified Loan and PILOT employment numbers
- ❖ Assisted with public notices, public hearings, notifying and presenting to effected taxing municipalities regarding potential PILOT Agreements
- ❖ Ongoing administration of PILOT Agreements and PILOT invoicing/distribution
- ❖ Ongoing administration of IRP, RBEG, and Facade loan programs and IDA Paint Program
- ❖ Conducted all 2019 site visits for active IRP loans
- ❖ New IDA Loans: Pristine Vision/EMVC (\$180,000) – Closed 5/2019; Main St. Barber Shop (\$40,000.00) – Closing Pending
- ❖ Coordinated with Tioga County Soil & Water to ensure responsible oversight of IDA owned property
- ❖ Ongoing administration of AB-017 E-Site Water System Capital ESD Grant
- ❖ Ongoing administration of ESD Grant for water/sewer extension at Corporate Drive
- ❖ Completed administration of ESD Grant for Upstate Shredding
- ❖ Distributed IDA Resolution opposing IDA Public Work Prevailing Wage Bill S.1947 to Governor
- ❖ Assisted ED&P with ST8 energy surveys
- ❖ Community outreach: Judged business plan competition for Entrepreneurship Assistance Center, SUNY Broome Community College
- ❖ Coordinated compliance for IDA Livestream Requirement starting 1/1/2020
- ❖ Worked closely with the ED&P department regarding potential new development projects
- ❖ VEDA (Valley Economic Development Association) Board Member – 4/2019 – Current
- ❖ Participated in a joint marketing campaign w/ Tioga County ED&P and LDC
- ❖ Updated By-Laws and Policies as needed