

MINUTES

Dutchess County  Industrial Development Agency

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BOARD OF DIRECTORS REGULAR MEETING

Wednesday, January 9, 2019

Present: Tim Dean
Mark Doyle
Stacey Langenthal
Don Sagliano

Unable to Attend: Charles Daniels III
Alfred Torreggiani

Also Present: Sarah Lee, Executive Director
Jasmin Haylett, Office Administrator
Don Cappillino, Counsel
Mary Kay Vrba, Dutchess Tourism
Todd Erling, HV Agribusiness
Rebecca Edwards, DC Legislator

On Wednesday, January 9, 2019, the Dutchess County Industrial Development Agency [DCIDA] Board of Directors Meeting was called to order by Vice Chairman Dean at 8:07 a.m. Present was: Tim Dean, Mark Doyle, Stacey Langenthal, and Don Sagliano. Unable to attend was: Charles Daniels III and Alfred Torreggiani. Quorum was established.

CONFLICT OF INTEREST DISCLOSURES

Vice Chairman Dean asked board members if they had any potential conflicts with any items on the agenda. No potential conflicts of interest was expressed.

PROOF OF MEETING NOTICE

Meeting notice was published on January 3, 2019

BILLS AND COMMUNICATIONS

None

APPROVAL OF MINUTES

December 18, 2018

Vice Chairman Dean asked for a motion to approve the December 18, 2018 Minutes of the Dutchess County Industrial Development Agency.

A motion was made by Mr. Doyle, duly seconded by Ms. Langenthal to approve the DCIDA Board of Directors Meeting Minutes for December 18, 2018. All voted in favor. Motion carried.

REPORT OF THE TREASURER

None

REPORTS OF COMMITTEES

None

UNFINISHED BUSINESS

None

NEW BUSINESS

- 2018 Performance Outcomes for Hudson Valley Agribusiness
Mr. Erling gave a brief update on the following 2018 activities for HVADC:
 - The goals of the program
 - Programs (Incubator Without Walls, Farm and Funding Accelerator, and FeedHV)
 - Regional activities and opportunities
 - Funding from USDA
 - CFA award
 - JDA Loan Fund

Question: What are two or three big goals for 2019?

Response: Access new funding opportunities and launching a new financial entity that would offer low interest loans and grants to food and agriculture businesses.

Ms. Lee noted that IDA currently has a three-year contract with HV Agribusiness. The contract is in its final year. Next year the board will consider the contract to determine renewal for another three years.

- 2018 Performance Outcomes for Dutchess Tourism
Ms. Vrba gave a brief update about the outcomes for the following:
 - Bed tax results usually comes in after January 20
 - Internet use is down due to other avenues people can use to get information
 - International Marketing
 - Marketing and Advertising
Hired a new Director of Communications, Whitney Bowers. She was formerly with the Mid-Hudson Region Economic Development Council and will start on January 22.
 - Special Events and Programs
Metro-North ridership is slightly down
 - Hudson Valley Film Commission
HBO series will be filming from April through August
 - Arts Mid-Hudson

Ms. Vrba also gave an update about the visitor profile study. This study is in response to the question at the last meeting about how Tourism ranks with other counties.

- This metric compares how Dutchess Tourism ranks in the Hudson Valley and other counties. The metric is comprised of surveys from visitors (2,700+), residents and neighboring counties (800+), residents and part-time residents (1,400+), community leaders (81+), and lodging.
 - The metric shows that Hudson Valley ranks third on economic impact.
 - Based results from the from the "I Love NY" survey, Dutchess County also ranks third in the region.
 - The "I Love NY" survey consists of Westchester, Dutchess, Rockland, Columbia, and Putnam Counties.
- 2018 Performance Outcomes for Dutchess County LDC
- Ms. Lee gave a brief overview of the outcomes from the 2018 Think Dutchess dashboard
- Marketing
Met all goals but decided in 2019 to send less e-newsletters and to focus on quality vs. quantity
Website traffic was good. Instagram was the strongest social media outlet.
 - Business Attraction
Attracted 7 businesses to Dutchess County
Currently working on 6 strong leads
Will continue to attend trade shows
Will be implementing a new CRM program to help track leads better
 - Business Retention and Expansion
Conducted 42 site visits
66 technical assistance
Referred 72 businesses to community partners
IDA closed on 2 projects which will create 61 jobs, 325 construction jobs, and have a total investment of \$118,943,891
LDC closed on 3 projects which will retain 1,660 jobs, create 7 jobs, and have a total investment of 84,010,000

Question: Is the number of leads (inbound/outbound) broken down by business size?

Response: No, business size is not reported but staff does collect this information when available.

Question: Is the number of jobs created what is being looked at?

Response: Yes, this is shown on the dashboard.

- Consideration and Approval of a Resolution Authorizing the Executive Director of the IDA to enter into an Agreement with Dutchess Tourism for Professional Services
- Ms. Lee noted the following amount the agreement
- Over the past few years, the contract between the IDA and Tourism was \$415,000 per year. In 2019, the contract amount will be to \$1,476,000.00.
 - The reason the amount is being changed was part of the negotiations for a sales and used tax abatement with IBM. As a part of this agreement IBM will be paying the IDA an administrative fee. IDA will allocated a portion of the administrative fee to Tourism which allowed the County to reduce its contribution to Tourism.
 - The Sales Tax PILOT with IBM expired in 2018. Due to changes in state regulations, the sales tax PILOT structure under the previous agreement is no longer allowed.

Mr. Cappillino noted the following changes be made to page 5, section #16

- After the word **and** remove the comma and these words, "pursuant to § 862(3) of the New York General Municipal Law, none of these funds shall be used for the purpose of preventing the establishment of an industrial and manufacturing plant
- After the word **undersigned**, replace the word **is** with **shall**
- Replace the word **attempting** with **attempt**

With these changes, the second sentence for section #16 should read,
"It is further agreed that the DTI shall comply with all applicable laws, rules and regulations on the use of the monies and that the undersigned **shall not attempt** to prevent the establishment of an industrial and manufacturing plant within the State of New York and that none of the funds shall be used for advertising or promotional materials which depicts elected or appointed government officials in either print or electronic media."

A motion was made by Ms. Langenthal, duly seconded by Mr. Doyle to approve the amended Resolution Authorizing the Executive Director of the IDA to enter into an Agreement with Dutchess Tourism for Professional Services. All voted in favor. Motion carried.

- Consideration and Approval of a Resolution Authorizing the Executive Director of the IDA to enter into an Agreement with Dutchess County Local Development Corporation for Professional Services

Ms. Lee noted similar to the Tourism Contract, the IDA will be increasing the contract amount between the IDA and the LDC. The 2019 contract also includes new scope of work to be performed under the contract. The new amount for the 2019 contract is \$601,500 (section 2, page 2). The previous amount was \$150,000.

A motion was made by Mr. Doyle, duly seconded by Ms. Langenthal to approve the Resolution Authorizing the Executive Director of the IDA to enter into an Agreement with Dutchess County Local Development Corporation for Professional Services. All voted in favor. Motion carried.

ADJOURNMENT

There being no further business, a motion was made by Mr. Doyle, duly seconded by Ms. Langenthal to adjourn the meeting. All voted in favor. Motion carried. Meeting adjourned at 9:14 a.m.

Respectfully submitted,



Mark Doyle, Secretary/Treasurer



Date

Meeting	<u>01-09-19</u>
Approved	<u>02-20-19</u>
Certified	<u>02-20-19</u>