

MINUTES

Dutchess County  Industrial Development Agency

3 Neptune Road, Poughkeepsie, NY 12601
Tel. # - (845) 463-5400 / Fax # - (845) 463-0100

BOARD OF DIRECTORS REGULAR MEETING

Wednesday, April 14, 2021

Present: Tim Dean, Chairman
Mark Doyle, Vice Chairman
Kathleen Bauer, Secretary/Treasurer
Amy Bombardieri
Jamie Piccone II
Al Torreggiani

Unable to Attend: Don Sagliano

Also Present: Sarah Lee, Executive Director
Marilyn Yerks, CFO
Jasmin Haylett, Office Administrator
Don Cappillino & Elizabeth Cappillino (Counsel)
Rachel Welch, Communications Coordinator
Joe Kirchhoff & John Hettinger (Eastdale)
Kelly Libolt (Fox Run)
Lauran & Finn O'Neill (North Cross, LLC)
Melaine Rottkamp (Dutchess Tourism)
Chris Glancy & Renee Richard (Think Dutchess)
Kat Saunders (DCI)
Brian Powers (Chair, Marketing Committee)
Jim Beretta & Doreen Tignanelli, Members from the public

On Wednesday, April 14, 2021, the Dutchess County Industrial Development Agency [DCIDA] Board of Directors Meeting was called to order by Chairman Dean at 8:01 a.m. Present was: Tim Dean, Mark Doyle, Kathleen Bauer, Amy Bombardieri, Jamie Piccone II and Al Torreggiani. Unable to attend: Don Sagliano. Quorum was established.

CONFLICT OF INTEREST DISCLOSURES

Chairman Dean asked board members if they had any potential conflicts with any items on the agenda. Chairman Dean noted he has a conflict of interest with the Fox Run at Fulton project because a member of his firm had some discussions with the principals at Fox Run about insurance matters and with North Cross, LLC because his firm does provide some insurance services to an affiliate/subsidiary of that company. Ms. Bombardieri noted she has a conflict with North Cross, LLC because her firm is representing them on a couple different aspects of the project.

PROOF OF MEETING NOTICE

Meeting notice was published on April 9, 2021.

BILLS AND COMMUNICATIONS

None

APPROVAL OF MINUTES

March 3, 2021-Amended

March 19, 2021

Chairman Dean noted that the March 3, 2021 minutes were previously approved but it was brought to his attention that during the meeting he asked that Al Torreggiani absence was due to a conflict of interest. His company, Key Construction, is providing quotations for the USEF/Amazon project. This comment was omitted from the March 3rd minutes and has been amended to reflect the comment about Al's conflict.

Chairman Dean asked for a motion to approve the March 3, 2021 minutes as amended and the March 19, 2021 minutes of the Dutchess County Industrial Development Agency.

A motion was made by Mr. Doyle, duly seconded by Mr. Torreggiani to approve the DCIDA Board of Directors Meeting minutes for March 3, 2021 as amended and March 19, 2021. Roll call vote was taken. All voted in favor and the motion was carried.

REPORT OF THE TREASURER

A. Financial Report

Ms. Yerks reported on the March 31, 2021 Balance Sheet and Profit & Loss Budget

- Current cash balance is \$2,579,002.39
- There is an accounts payable of \$136,000 which are pilot payments that have all been received and disbursed to the taxing authorities
- The P&L shows we received \$450,000 to date which is above the budgeted amount and constitutes the Violet Estates, Amazon or USEF and Hatfield projects

REPORTS OF COMMITTEES

None

UNFINISHED BUSINESS

None

NEW BUSINESS

- A. For Consideration and Approval of a Final Resolution for MHTC Development, LLC (Eastdale Village Project, Town of Poughkeepsie) authorizing an amendment to the Master Agreement to include two additional parcels, to extend the Completion Date, to increase the sales tax exemption benefit in the amount of \$286,901 and to increase the mortgage recording tax exemption benefit in the amount of \$661,336.

Chairman Dean noted that this resolution is authorizing an amendment to the master agreement to include two additional parcels, to extend the completion date, to increase the sales tax exemption benefit in the amount of \$286,901 and to increase mortgage recording tax exemption benefit in the amount of \$661,336.

Ms. Lee noted the following about this final resolution:

- Eastdale made an extensive presentation at the March 19th meeting

- There was a public hearing on the project yesterday morning and a copy of the transcript and the written comments were forwarded to the board yesterday for their review
- They will be creating approximately 30 new jobs with this expanded scope

Questions, responses and comments ensued.

A motion was made by Mr. Doyle, duly seconded by Mr. Torreggiani to approve the final Resolution for MHTC Development, LLC (Eastdale Village Project, Town of Poughkeepsie) authorizing an amendment to the Master Agreement to include two additional parcels, to extend the Completion Date, to increase the sales tax exemption benefit in the amount of \$286,901 and to increase the mortgage recording tax exemption benefit in the amount of \$661,336. Roll call vote was taken. All voted in favor and the motion was carried.

- B. For Consideration and Approval of a Final Resolution for Fox Run at Fulton 3, LLC (Town of Poughkeepsie) to authorize a Project providing for a Mortgage Recording Tax Exemption and Sales Tax Exemption for an approximately \$16,999,750 project for construction and re-development at 10 Campus View Court to construct a commercial residential building consisting of approximately 93,000 sq. feet and 69 residential units.

Chairman Dean was placed in the Zoom waiting room during this portion of the meeting due a conflict of interest because a member of his firm had some discussions with the principals at Fox Run about insurance matters. Vice Chairman Doyle presided over this portion of the agenda.

Ms. Lee noted the following about this final resolution:

- Fox Run is a project that proposes to invest approximately \$17 million to develop a property along Fulton Street otherwise known as 10 Campus View Court
- It is approximately 93,000 square foot commercial residential apartments that is targeted to people who may prefer to work remotely and prefer proximity to the train station
- The project will comprise of 69 residential units, a business center, some conference and meeting rooms as well as some other residential amenities
- The applicant is requesting sales and mortgage tax exemptions
- There's no PILOT associated with this project
- They anticipate creating 2 permanent jobs with the project and 125 construction jobs
- A public hearing was held on Monday. Written comments and the written transcript of the public hearing was forwarded to the board.

Mr. Cappillino noted a correction to the amount of sales and use tax. The maximum amount permitted was provided to the board as well as a blackline showing the three places where they had used the previous request and did not include the later number that was included in the amended application. The sales and use tax amount is \$969,718.75 not for \$446,875.

Questions, responses and comments ensued.

A motion was made by Mr. Torreggiani, duly seconded by Ms. Bombardieri to approve the Final Resolution for Fox Run at Fulton 3, LLC (Town of Poughkeepsie) to authorize a Project providing for a Mortgage Recording Tax Exemption and Sales Tax Exemption for an approximately \$16,999,750 project for construction and re-development at 10 Campus View Court to construct a commercial residential building consisting of approximately 93,000 sq. feet and 69 residential units. Roll call vote was taken. All voted in favor and the motion was carried.

- C. For Consideration and Approval of a Preliminary Resolution for North Cross, LLC (Town of Hyde Park) to induce a Project providing for a Mortgage Recording Tax Exemption and Sales Tax Exemption for an approximately \$19,430,272 project for construction and re-development on a 25 acre lot at North Cross Road to construct commercial residential buildings with approximately 50 residential units.

Chairman Dean and Amy Bombardieri was placed in the Zoom waiting room during this portion of the meeting. Chairman Dean has a conflict of interest because a member of his firm had some discussions with the principals at North Cross about insurance matters and Ms. Bombardieri has a conflict of interest because her firm is working with the applicant. Vice Chairman Doyle presided over this portion of the agenda.

Ms. Lee noted the following about this preliminary resolution:

- North Cross, LLC, also known as Jeffrey Groves Estates, will be located in the Town of Hyde Park
- This project will construct a 50 unit rental townhouse community that aims to serve and attract young families to the area and will consist of 8 cluster townhouse buildings on a currently vacant 25 acre lot
- An open space will be integrated into the project to provide public walking and hiking trails to the residents of the project and the community
- The applicant states that if IDA benefits are approved they would be able to provide a discounted rental price for targeted workforce populations such as local police officers, firefighters, EMT workers and teachers working in Hyde Park
- As part of the project but separate from the application, a related entity will be building a sewer system that will be expandable and be able to support this project and future developments

Ms. O'Neill, who was present and representing the applicant, proceeded to give a presentation about the project.

Questions, responses and comments ensued.

A motion was made by Mr. Torreggiani, duly seconded by Mr. Piccone to approve the Preliminary Resolution for North Cross, LLC (Town of Hyde Park) to induce a Project providing for a Mortgage Recording Tax Exemption and Sales Tax Exemption for an approximately \$19,430,272 project for construction and re-development on a 25 acre lot at North Cross Road to construct commercial residential buildings with approximately 50 residential units. Roll call vote was taken: Mr. Piccone: approved; Ms. Bauer: approved; Mr. Torreggiani: approved and Mr. Doyle: No. This first motion did not pass.

Mr. Doyle noted that he would like to reconsider his vote from the first motion and another motion was made to reconsider the first motion.

A roll call vote was taken and the motion to reconsider was passed.

A motion was made by Mr. Torreggiani, duly seconded by Mr. Piccone to approve the Preliminary Resolution for North Cross, LLC (Town of Hyde Park) to induce a Project providing for a Mortgage Recording Tax Exemption and Sales Tax Exemption for an approximately \$19,430,272 project for construction and re-development on a 25 acre lot at North Cross Road to construct commercial residential buildings with approximately 50 residential units. Roll call vote was taken: Mr. Piccone: approved; Ms. Bauer: approved; Mr. Torreggiani: approved and Mr. Doyle: approved. This second motion passed.

D. Presentation of Dutchess Tourism 2020 Performance Outcomes

Ms. Rottkamp gave the 2020 Tourism performance outcomes report which consisted of the following:

- Activities Tourism has been doing in 2020
- Spending increases, local sales tax, transportation, and lodging
- Videos and advertisements
- International marketing
- Hudson Valley Film Commission

E. Presentation of IDA/LDC 2020 Performance Outcomes

Ms. Lee noted that despite a worldwide pandemic, 2020 was a busy year for the organization and that although some work was pivoted, it did not hinder the work they were able to accomplish.

Mr. Chris Glancy, Director of Business Attraction gave the following update:

- 51 requests for information was received from businesses during 2020
- Think Dutchess attracted three new businesses to Dutchess County: Docuware, Amazon and Bow Tie Cinemas
- These three projects will create 632 jobs and invest \$158 million
- Attended one trade show, before COVID restrictions were put in place

Ms. Renee Richard, Director of Business Retention and Expansion gave the following update:

- Completed 65 site visits with existing companies in the Dutchess County
- Assisted 121 unique businesses
- Made 154 referrals to our partners

Ms. Lee noted the following:

- As part of the business retention program, an entrepreneurial services are also provided
- In 2020, Think Dutchess was to assist five businesses in Dutchess County in getting their MWBE which is a minority women's business enterprise designation which is critical in state and federal government contracting
- They hosted two entrepreneur courses certifications, one in English and one in Spanish and hosted 18 virtual seminars, 2 in-person and the rest was held virtually
- 57 Dutchess County businesses participated in these seminars
- Think Dutchess was able to provide 9 Dutchess County entrepreneurs with business accelerator services
- They able to recruit and relocate one of the startups to Dutchess County and connect these startups with mentors and advisors and connect an additional four to investment which exceeded our goal by 33%

Ms. Rachel Welch, Communications Coordinator gave the following update:

- Website performance: website traffic continues to increase reaching more than 42,000 visitors, there was a 12% increase in the number of new users and a 2% decrease in the bounce rate
- Social media accounts are increasing and there was a 27% growth on Instagram and a 73% growth on LinkedIn
- The digital ambassadors program continues into this year. A soft launch of the program was started in 2019 with about 19 total users and nearly doubled in 2020.
- The social media posts were 300% better than most of the average posts
- The amount of advertising was limited in 2020 but there was still a lot of collaboration to help the business community navigate through the pandemic

- They worked with the Dutchess County business notification network, created the resilience and crisis video, worked with Dutchess Tourism on their takeout Tuesday campaign and the mask-up Dutchess campaign and designed the shop Dutchess badge
- The business excellence awards event couldn't be held in-person and was moved to a virtual platform. It was hosted on YouTube and received around 300 views which resulted in over \$30,000 in total sponsorships and advertising revenue.
- They worked closely with DCI and was able to secure over 25 media placements

Mr. Powers and Ms. Saunders interjected with a few comments.

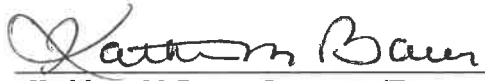
Ms. Lee also noted that 6 projects were induced by the IDA in 2020 and are expected to start construction this year: the Amazon project, Arthur S May Redevelopment, the Violet Estates in Hyde Park, Hatfield Metal, 23-28 Creek Drive also known as the Docuware building, Shoprite as part of Hudson Heritage and bond projects: Bard College and Vassar College.

Questions, responses and comments ensued.

ADJOURNMENT

There being no further business to discuss on the agenda, the meeting was adjourned by Chairman Dean at 9:48 a.m.

Respectfully submitted,


Kathleen M. Bauer, Secretary/Treasurer

6/9/21
Date

| | |
|------------------|-------------------|
| Meeting | <u>04-14-2021</u> |
| Approved | <u>05-12-2021</u> |
| Certified | <u>05-12-2021</u> |

Dutchess County Industrial Development Agency

04/08/21

Balance Sheet

Accrual Basis

As of March 31, 2021

| | <u>Mar 31, 21</u> |
|---|----------------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| 1010 · Cash | |
| 1152 · Money Market TD Bank | 793,242.81 |
| 1155 · CD1- Riverside | 119.95 |
| 1156 · CD2 - Riverside | 1,785,639.63 |
| Total 1010 · Cash | <u>2,579,002.39</u> |
| Total Checking/Savings | 2,579,002.39 |
| Accounts Receivable | |
| 11000 · Accounts Receivable | 1,002.00 |
| Total Accounts Receivable | <u>1,002.00</u> |
| Total Current Assets | 2,580,004.39 |
| Fixed Assets | |
| 1390 · Furniture & Equipment | |
| 1680 · Furniture & Equipment | 3,115.81 |
| 1710 · Accumulated Depreciation | -3,115.81 |
| Total 1390 · Furniture & Equipment | <u>0.00</u> |
| Total Fixed Assets | 0.00 |
| Other Assets | |
| 1175 · Other Assets | |
| 1310 · Prepaid Expense | 2,100.94 |
| Total 1175 · Other Assets | <u>2,100.94</u> |
| 1600 · Escrow Deposits | |
| 1601 · Cricket Valley Escrow Deposit | 1,720,283.06 |
| Total 1600 · Escrow Deposits | <u>1,720,283.06</u> |
| Total Other Assets | 1,722,384.00 |
| TOTAL ASSETS | <u><u>4,302,388.39</u></u> |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| 20000 · *Accounts Payable | 136,976.99 |
| Total Accounts Payable | <u>136,976.99</u> |
| Total Current Liabilities | 136,976.99 |
| Long Term Liabilities | |
| 2300 · Escrow Deposit Liability | |
| 2301 · Cricket Valley Escrow Deposit | 1,720,283.06 |
| Total 2300 · Escrow Deposit Liability | <u>1,720,283.06</u> |
| Total Long Term Liabilities | 1,720,283.06 |
| Total Liabilities | 1,857,260.05 |
| Equity | |
| 2490 · Fund Balance | |
| 3200 · Fund Balance IDA | -25,000.00 |
| Total 2490 · Fund Balance | <u>-25,000.00</u> |
| 30000 · Opening Balance Equity | 1,447,427.47 |
| 32000 · Unrestricted Net Assets | 783,024.05 |

11:16 AM

Dutchess County Industrial Development Agency

04/08/21

Balance Sheet

Accrual Basis

As of March 31, 2021

| | <u>Mar 31, 21</u> |
|---------------------------------------|----------------------------|
| Net Income | 239,676.82 |
| Total Equity | <u>2,445,128.34</u> |
| TOTAL LIABILITIES & EQUITY | <u>4,302,388.39</u> |

Dutchess County Industrial Development Agency
Profit & Loss Budget vs. Actual
 January through March 2021

| | Jan - Mar 21 | Budget | \$ Over Budget | % of Budget |
|---------------------------------------|---------------------|--------------------|---------------------|---------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 4000 · Cash Revenues | | | | |
| 4020 · Administrative Fees | 450,858.58 | 218,750.00 | 232,108.58 | 206.1% |
| 4030 · Application Fees | 500.00 | 750.00 | -250.00 | 66.7% |
| 4035 · Compliance Fees | 4,006.00 | 5,010.00 | -1,004.00 | 80.0% |
| 4150 · PILOT Payments | 1,224,380.48 | | | |
| 4910 · Interest | 998.21 | 8,000.00 | -7,001.79 | 12.5% |
| Total 4000 · Cash Revenues | 1,680,743.27 | 232,510.00 | 1,448,233.27 | 722.9% |
| Total Income | 1,680,743.27 | 232,510.00 | 1,448,233.27 | 722.9% |
| Expense | | | | |
| 6000 · Expenditures | | | | |
| 6240 · Audit | 0.00 | 14,500.00 | -14,500.00 | 0.0% |
| 6260 · Dues, Publications, Subs | 2,049.25 | 3,000.00 | -950.75 | 68.3% |
| 6280 · Insurance | 0.00 | 3,750.00 | -3,750.00 | 0.0% |
| 6350 · Misc | 561.40 | 2,000.00 | -1,438.60 | 28.1% |
| 6450 · PILOT Payments | 1,224,378.49 | | | |
| 6500 · Professional Service Contracts | 212,500.00 | 600,000.00 | -387,500.00 | 35.4% |
| 6510 · Professional Services | 350.00 | 20,000.00 | -19,650.00 | 1.8% |
| 6520 · Rent | 840.00 | 1,000.00 | -160.00 | 84.0% |
| 6530 · Supplies | 387.31 | 1,000.00 | -612.69 | 38.7% |
| 6550 · Travel & Meetings | 0.00 | 2,500.00 | -2,500.00 | 0.0% |
| Total 6000 · Expenditures | 1,441,066.45 | 647,750.00 | 793,316.45 | 222.5% |
| Total Expense | 1,441,066.45 | 647,750.00 | 793,316.45 | 222.5% |
| Net Ordinary Income | 239,676.82 | -415,240.00 | 654,916.82 | -57.7% |
| Net Income | 239,676.82 | -415,240.00 | 654,916.82 | -57.7% |