

3 Neptune Road, Suite A21, Poughkeepsie, NY 12601
Tel. # - (845) 463-5400 / Fax # - (845) 463-0100

NOTICE AND CONFIRMATION
BOARD OF DIRECTORS REGULAR MEETING

Wednesday, April 20, 2022
8:10 a.m.

DATE: April 14, 2022

TO: Mark Doyle, Vice Chair
Kathleen Bauer, Secretary/Treasurer
Amy Bombardieri
Jamie Piccone II
Don Sagliano
Al Torreggiani

FROM: Tim Dean, Chairman

A regular meeting of the Dutchess County Local Development Corporation [DCLDC] has been scheduled for **Wednesday, April 20, 2022 at 8:10 a.m.** via zoom or in-person at 3 Neptune Road, Suite A21, Poughkeepsie, NY 12601.

In compliance with NYS Senate Bill S88, signed into law on August 27, 2019 and effective as of January 2020, this meeting will be recorded.

PLEASE TAKE NOTICE that the Dutchess County Local Development Corporation (the “Corporation”) Board Meeting scheduled for April 20, 2022 can also be viewed electronically via conference for the public. Members of the public may listen to the Board meeting by logging into the Zoom Platform at <https://zoom.us/j/85608966489> or calling 1-929-436-2866 Meeting ID: 856 0896 6489. The meeting will be recorded and will be posted to the Corporation’s website.

The purpose of the meeting is to consider the following:

1. Conflict of Interest Disclosures
2. Proof of Meeting Notice
3. Bills and Communications
4. Approval of Minutes
March 9, 2022
April 8, 2022
5. Report of the Treasurer
A. Financial Report
6. Reports of Committees
7. Unfinished Business
8. New Business
A. 1st Quarter County Reimbursement Request

Information Copy		
Marcus J. Molinaro, DC Executive A. Gregg Pulver, Chairman, DC Legislators Ronald Hicks, Dutchess County	Sarah Lee, Executive Director Jane Denbaum, CFO Donald Cappillino, Counsel Elizabeth Cappillino, Counsel	B. Hunter, WEOK/WPDH H. Gross, Mid-Hudson News



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BOARD OF DIRECTORS REGULAR MEETING

**Wednesday, April 20, 2022
8:10 a.m.**

AGENDA

1. Roll Call
2. Conflict of Interest Disclosures
3. Proof of Meeting Notice
4. Bills and Communications
5. Approval of Minutes
March 9, 2022
April 8, 2022
6. Report of the Treasurer
A. Financial Report
7. Reports of Committees
8. Unfinished Business
9. New Business
A. 1st Quarter County Reimbursement Request
10. Adjournment

In compliance with NYS Senate Bill S88, signed into law on August 27, 2019 and effective as of January 2020, this meeting will be recorded.

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MINUTES



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

BOARD OF DIRECTORS REGULAR MEETING

Wednesday, March 9, 2022

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

Also Present: Sarah Lee, CEO
Jane Denbaum, CFO
Jasmin Haylett, Office Administrator
Don Cappillino & Elizabeth Cappillino, Counsel
Elizabeth Veasey, Marist College
Jim Beretta & Doreen Tignanelli, Members from the public

On Wednesday, March 9, 2022, the Dutchess County Local Development Corporation [DCLDC] Board of Directors Meeting was called to order by Chairman Dean at 8:38 a.m. Present was: Tim Dean, Mark Doyle, Kathleen Bauer, Amy Bombardieri, Jamie Piccone II, Don Sagliano and Al Torreggiani. 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 with item A under new business because Marshall & Sterling provides some insurance and risk management services to Marist College.

PROOF OF MEETING NOTICE

Meeting notice was published on March 4, 2022.

BILLS AND COMMUNICATIONS

None

APPROVAL OF MINUTES

February 16, 2022

Chairman Dean asked for a motion to approve the February 16, 2022 minutes of the Dutchess County Local Development Corporation.

A motion was made by Mr. Piccone, duly seconded by Ms. Bauer to approve the DCLDC Board of Directors meeting minutes for February 16, 2022. Roll call vote was taken. All voted in favor and the motion was carried.

REPORT OF THE TREASURER

A. Financial Report

Ms. Denbaum reported on the February 28, 2022 Balance Sheet and Profit & Loss Budget

- Current cash balance is \$2,636,069.91
- There is an accounts receivable of \$173,237.57 of which \$170,000 is a projection of the reimbursement for the 2021 County contracts
- The P&L shows income of \$5,550.17, expenses of \$162,691.77 and a net loss of \$157,141.60 year-to-date in February compared to a budget of \$7,283.00

REPORTS OF COMMITTEES

A. Finance & Audit – For Discussion and Approval of the 2021 Audit

Ms. Bauer noted the following:

- The committee met last week with the auditors from RBT consulting
- Auditor's responsibility is to identify any significant or unusual transactions
- Auditors noted that there were no audit adjustments made for the IDA and they incurred no disagreements with management or any significant issues
- Auditors suggested that the IDA put together a form of disaster recovery plan in the event of a disaster
- Summary of asset and liabilities and our revenue and expenses and projects that were approved during the year
- Number of public hearing and regular, special and committee meetings held
- Cash position, accounts receivable, revenues from administrative costs, various bonds and projects and operating expenses

Questions, responses and comments ensued.

A motion was made by Mr. Piccone, duly seconded by Mr. Doyle to approve the 2021 audit as presented by Ms. Bauer. Roll call vote was taken. All voted in favor and the motion was passed.

UNFINISHED BUSINESS

A. Proposed Executive Session, Subject to Board Approval

- Review and discuss employment history and 2021 performance of CEO

A motion was made by Mr. Sagliano, duly seconded by Mr. Torreggiani to enter into Executive Session to review and discuss employment history and 2021 performance of CEO. All voted in favor.

Executive Session started at 9:11 a.m. and ended at 9:48 a.m.

A motion was made by Mr. Piccone, duly seconded by Mr. Torreggiani to resume the regular meeting of the LDC. All voted in favor. The regular meeting resumed at 9:48 a.m.

B. Consideration and Approval of 2022 Salary for CEO

Chairman Dean thanked Ms. Lee for her hard work and the success that the organization and the LDC has had under her leadership. He then asked for a motion to increase Ms. Lee's base salary to \$125,000 in addition to the employment benefits of \$18,000 for her as well as for the CFO.

A motion was made by Mr. Doyle, duly seconded by Ms. Bauer to increase the base salary of the CEO to \$125,000 with an additional \$18,000 for fringe benefits for the CEO as well as the CFO. Roll call vote was taken. All voted in favor and the motion was carried.

NEW BUSINESS

- A. Consideration and Approval of a Preliminary Inducement Resolution for the Issuance of the LDC's Tax-Exempt Refunding Bonds Series 2022 (Marist College) in an amount presently estimated to be \$60,000,000 but not to exceed \$65,000,000 for the benefit of Marist College

Chairman Dean left the meeting during this portion of the meeting due a conflict of interest because Marshall & Sterling provides some insurance and risk management services to Marist College. Vice Chairman Doyle presided over this portion of the meeting.

Ms. Lee noted the following:

- Marist is requesting the LDCs assistance for conduit tax exempt, bond financing, and the amount of approximately \$16 million for the renovation to the schools' Dyson Center as well as some general campus improvements and upgrades
- A public hearing will be scheduled and then they will come back before the board for a final approval

Ms. Veasey proceeded to introduce herself and make a few comments about the project.

Questions, responses and comments ensued.

A motion was made by Ms. Bauer, duly seconded by Mr. Piccone to approve the Preliminary Inducement Resolution for the Issuance of the LDC's Tax-Exempt Refunding Bonds Series 2022 (Marist College) in an amount presently estimated to be \$60,000,000 but not to exceed \$65,000,000 for the benefit of Marist College. Roll call vote was taken. All voted in favor and the motion was carried.

- B. For Discussion and Approval the 2021 PARIS Reports

- Annual Report
- Investment Report
- Procurement Report
- Audit Report

Ms. Lee noted the following about the 2021 DCLDC PARIS annual, investment, procurement and audit reports:

- Annual Report
 - Governance information
 - Board of Directors listing
 - Staff listing
 - Benefit information
 - Subsidiary/component verification
 - Financial Information
 - Current debt

- Property
- Grant, Loan & Bond information
- Investment information
- Procurement information
- Financial documents

A motion was made by Mr. Sagliano, duly seconded by Ms. Bauer to approve the 2021 DCLDC PARIS Annual, Investment, Procurement and Audit reports as presented for submission to PARIS. Roll call vote was taken. All voted in favor and the motion was carried.

ANNNOUCEMENT

Ms. Lee announced she received about 3,400 COVID test kits and they will be distributed to local businesses in the coming weeks.

ADJOURNMENT

There being no further business to discuss on the agenda, the meeting was adjourned by Chairman Dean at 9:50 a.m.

Respectfully submitted,

Kathleen M. Bauer, Secretary/Treasurer Date _____

Meeting 03-09-2022
Approved _____
Certified _____

MINUTES



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

BOARD OF DIRECTORS SPECIAL MEETING

Friday, April 8, 2022

Present: Mark Doyle, Vice Chairman
Kathleen Bauer, Secretary/Treasurer
Amy Bombardieri
Jamie Piccone II
Don Sagliano
Alfred Torreggiani

Unable to Attend: Tim Dean, Chairman

Also Present: Sarah Lee, CEO
Jane Denbaum, CFO
Jasmin Haylett, Office Administrator
Don Cappillino & Elizabeth Cappillino, Counsel
Elizabeth Veasey, Marist College
Doreen Tignanelli, Member from the public
Hank Gross, Statewide News

On Friday, April 8, 2022, the Dutchess County Local Development Corporation [DCLDC] Board of Directors special meeting was called to order by Vice Chairman Doyle at 8:27 a.m. Present was: Mark Doyle, Kathleen Bauer, Amy Bombardieri, Jamie Piccone II, Don Sagliano and Al Torreggiani. Unable to attend was Tim Dean. Quorum was established.

CONFLICT OF INTEREST DISCLOSURES

Vice Chairman Doyle asked board members if they had any potential conflicts with any items on the agenda. No potential conflict was noted.

PROOF OF MEETING NOTICE

Meeting notice was published on April 1, 2022.

BILLS AND COMMUNICATIONS

None

APPROVAL OF MINUTES

None

REPORT OF THE TREASURER

None

REPORTS OF COMMITTEES

None

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Consideration and Approval of a Final Bond Resolution for (1) the issuance of the LDC's Tax-Exempt Revenue Bonds, Series 2022 (Marist College Project) in an amount presently estimated to be \$60,000,000 but not to exceed \$65,000,000 for the benefit of Marist College for renovation and additional construction for the College's Dyson Center building; and (2) the issuance of the LDC's Tax-Exempt Refunding Bonds, Series 2023 (Marist College Project) in an amount not to exceed \$13,000,000 for the benefit of Marist College for the refunding of the LDC's outstanding Revenue Bonds, Series 2013A.

Ms. Lee noted the following:

- The board is approving the final bond resolution for a tax-exempt bond issuance for the college's Dyson Center, which houses their business school and social science program
- The Board is also being asked to consider the approval of a final bond resolution to refund the 2013 LDC bond issuance and that won't happen until 2023

Ms. Veasey also noted the following:

- The original bond series 2013A was used in part to fund the construction of the Murray Student Center which is the primary student gathering space on campus, the dining hall, bookstore, a black box theater, a music venue and a variety of student gathering spaces in that student center
- The refunding of the bonds is a forward delivery because the bonds are not callable until June of 2023 but there is an opportunity to take advantage of the current market rate
- Although the market is changing, they are still seeking approval so that they can take advantage of possible savings on those bonds

Questions, responses and comments ensued.

A motion was made by Ms. Bauer, duly seconded by Mr. Sagliano to approve the Final Bond Resolution for (1) the issuance of the LDC's Tax-Exempt Revenue Bonds, Series 2022 (Marist College Project) in an amount presently estimated to be \$60,000,000 but not to exceed \$65,000,000 for the benefit of Marist College for renovation and additional construction for the College's Dyson Center building; and (2) the issuance of the LDC's Tax-Exempt Refunding Bonds, Series 2023 (Marist College Project) in an amount not to exceed \$13,000,000 for the benefit of Marist College for the refunding of the LDC's outstanding Revenue Bonds, Series 2013A.. Roll call vote was taken. All voted in favor and the motion was carried.

ADJOURNMENT

There being no further business to discuss on the agenda, the meeting was adjourned by Vice Chairman Doyle at 8:33 a.m.

Respectfully submitted,

Kathleen M. Bauer, Secretary/Treasurer

Date

Meeting 04-08-2022
Approved _____
Certified _____

Dutchess County Local Development Corporation

Balance Sheet

As of March 31, 2022

	Mar 31, 22
ASSETS	
Current Assets	
Checking/Savings	
1010 · Cash	
1100 · Checking -- TD Bank	597,413.07
1101 · Petty Cash	300.00
1180 · CD1 - Salisbury	255,464.70
1182 · CD2 - Salisbury	1,788,324.65
Total 1010 · Cash	2,641,502.42
Total Checking/Savings	2,641,502.42
Accounts Receivable	
11000 · Accounts Receivable	568.91
Total Accounts Receivable	568.91
Total Current Assets	2,642,071.33
Fixed Assets	
1390 · Furniture & Equipment	
1680 · Furniture & Equipment	127,128.18
1710 · Accumulated Depreciation	-83,999.24
Total 1390 · Furniture & Equipment	43,128.94
Total Fixed Assets	43,128.94
Other Assets	
1175 · Other Assets	
1200 · Receivables	82,202.21
1310 · Prepaid Expenses	7,859.13
1320 · Payroll Deposit	15,011.00
Total 1175 · Other Assets	105,072.34
Total Other Assets	105,072.34
TOTAL ASSETS	2,790,272.61
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · *Accounts Payable	41,103.02
Total Accounts Payable	41,103.02
Other Current Liabilities	
1990 · Liabilities	
2100 · Accounts Payable	12,700.00
Total 1990 · Liabilities	12,700.00
Total Other Current Liabilities	12,700.00
Total Current Liabilities	53,803.02
Total Liabilities	53,803.02
Equity	
30000 · Opening Balance Equity	1,093,744.17
32000 · Unrestricted Net Assets	1,900,790.08
Net Income	-258,064.66
Total Equity	2,736,469.59
TOTAL LIABILITIES & EQUITY	2,790,272.61

Dutchess County Local Development Corporation
Profit & Loss Budget vs. Actual
 January through March 2022

9:43 AM
 04/13/22
 Accrual Basis

	Jan - Mar 22	Budget	\$ Over Budget	% of Budget
Income				
4000 · Cash Revenues				
4020 · Administration Fees	0.00	375,000.00	-375,000.00	0.0%
4030 · Application Fees	0.00	3,000.00	-3,000.00	0.0%
4035 · Compliance Fees	0.00	1,000.00	-1,000.00	0.0%
4038 · Dutchess County 2022	0.00	451,000.00	-451,000.00	0.0%
4039 · Dutchess County 2022 ARP	0.00	200,000.00	-200,000.00	0.0%
4050 · DCIDA	0.00	150,000.00	-150,000.00	0.0%
4060 · Private Sector	1,823.52	70,000.00	-68,176.48	2.6%
4080 · DCWIB	7,420.56	30,086.00	-22,665.44	24.7%
4910 · Interest	919.49	5,000.00	-4,080.51	18.4%
Total 4000 · Cash Revenues	10,163.57	1,285,086.00	-1,274,922.43	0.8%
Total Income	10,163.57	1,285,086.00	-1,274,922.43	0.8%
Expense				
6000 · Expenditures				
6240 · Audit	0.00	12,900.00	-12,900.00	0.0%
6245 · Board & Committee	0.00	1,000.00	-1,000.00	0.0%
6270 · Computer Consulting	2,950.65	12,000.00	-9,049.35	24.6%
6273 · Dues, Subs, & Pubs	30,080.91	50,000.00	-19,919.09	60.2%
6274 · Education/Training	886.00	4,000.00	-3,114.00	22.2%
6275 · Equipment	836.48	2,000.00	-1,163.52	41.8%
6310 · Insurance	1,764.05	4,000.00	-2,235.95	44.1%
6390 · Marketing	20,607.87	166,000.00	-145,392.13	12.4%
6395 · Office Supplies	832.43	5,000.00	-4,167.57	16.6%
6400 · Other Expenditure	246.25	2,000.00	-1,753.75	12.3%
6410 · Payroll	112,888.36	441,368.00	-328,479.64	25.6%
6415 · Payroll Tax	14,378.54	40,046.00	-25,667.46	35.9%
6420 · Payroll Fringe	30,146.04	108,000.00	-77,853.96	27.9%
6450 · Professional Fees	1,872.07	15,000.00	-13,127.93	12.5%
6500 · Professional Service Contracts	14,500.00	255,000.00	-240,500.00	5.7%
6505 · Phone	1,782.70	5,000.00	-3,217.30	35.7%
6510 · Postage	161.12	1,000.00	-838.88	16.1%
6520 · Printing	0.00	1,000.00	-1,000.00	0.0%
6540 · Rent	22,083.49	87,489.00	-65,405.51	25.2%
6548 · Trade Show	0.00	5,000.00	-5,000.00	0.0%
6550 · Travel & Meetings	4,918.27	10,000.00	-5,081.73	49.2%
Total 6000 · Expenditures	260,935.23	1,227,803.00	-966,867.77	21.3%
6243 · Event Expenses	7,293.00	50,000.00	-42,707.00	14.6%
Total Expense	268,228.23	1,277,803.00	-1,009,574.77	21.0%
Net Income	-258,064.66	7,283.00	-265,347.66	-3,543.4%

**Dutchess County
Payment Request**

Organization: Dutchess County Local Development Corporation
Program: Dutchess County Business Attraction, Marketing and Business Expansion & Retention Program
For the Period: 1/1/2022 to 3/31/2022
Indirect Rate: 0%
Payment Request: \$82,599.72

Line Item / Category	Approved Budget	Prior Expenditures	Expenditures This Period	Total Expenditures	Remaining Balance
<i>See agreement for budget line items and enter them below</i>					
Personnel	\$133,119.00	\$0.00	\$27,719.58	\$27,719.58	\$105,399.42
Fringe Benefits	\$46,814.00	\$0.00	\$9,795.78	\$9,795.78	\$37,018.22
Contractual/Consulting	\$189,000.00	\$0.00	\$14,500.00	\$14,500.00	\$174,500.00
Travel/Meals	\$8,000.00	\$0.00	\$0.00	\$0.00	\$8,000.00
Occupancy	\$51,005.00	\$0.00	\$12,751.36	\$12,751.36	\$38,253.64
Other Expenses* <i>Includes: Marketing, Staff Training, Insurance, Dues, Client Costs, Printing and Equipment.</i>	\$23,562.00	\$0.00	\$17,833.00	\$17,833.00	\$5,729.00
Direct subtotal:	\$451,500.00	\$0.00	\$82,599.72	\$82,599.72	\$368,900.28
Indirect Allowed:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total:	\$451,500.00	\$0.00	\$82,599.72	\$82,599.72	\$368,900.28

Paid Advance	Recoupment of Advance to date	Recoupment of Advance this Period	Total Recoupment of Advance	Remaining Advance
\$0.00	\$0.00		\$0.00	\$0.00

Remaining Funds for Disbursement				\$368,900.28
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ORGANIZATION CERTIFICATION: By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objective set forth in the terms and conditions of the County and/or Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative penalties for fraud, false statements, false claims or otherwise (Federal Award References - U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812.)

Sarah Lee

Name (Printed)

Executive Director

Title (Printed)

Signature

Date

DUTCHESS COUNTY APPROVAL ONLY				
Eoin Wrafter, Commissioner				
Name and Title (Printed)		Signature		Date
County Administration Only:				
Item for Approval	Initials	Date	Year	
Budget/Documentation			County Contract #	
Financial			Account # (CD only)	
Construction (CD only)			IDIS # (CD only)	

**DUTCHESS COUNTY CONTRACT AGENCY
Progress Report**

Agency: Dutchess County Economic Development Program
Program: Dutchess County Local Development Corporation

Outcome Statement Should be the same statements as "Program Outcomes" in Scope of Services	Total Target, Unduplicated Customers that should achieve the outcome during a year of programming	Actual, Unduplicated Customers				Total, Unduplicated Customers Year to Date	
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter		
Advertise at least one industry cluster in publications related to targeted industries	1	1	0	0	0	1	100%
Conduct two familiarization tours for media and brokers	2	0	0	0	0	0	0%
Secure Media Placement in five publications	5	1	0	0	0	1	20%
Produce a video to enhance talent and business attraction efforts	1	0	0	0	0	0	0%
Release four e-newsletters.	4	0	0	0	0	0	0%
Increase website traffic 5%.	5% (goal 47,156 unique page views)	12,405	0	0	0	12,405	26%
Increase lead generation by 2%	53	15				15	28%
Identify and market one vacant parcel or underutilized commercial / industrial property	1	0	0	0	0	0	0%
Conduct 30 site visits	30	13	0	0	0	13	43%
Provide general business counseling to 50 businesses	50	27	0	0	0	27	54%
Provide 5 topic specific business workshops	5	5	0	0	0	5	100%

Narrative – Provide a narrative on any accomplishments or outcomes not outlined above. This can include information on interim accomplishments which will lead to fulfillment of outcome statements.

**Dutchess County
Payment Request**

Organization: Dutchess County Local Development Corporation
Program: American Rescue Plan (ARP) Entrepreneurial and Job Skill Development Initiatives
For the Period: 1/1/2022 to 3/31/2022
Indirect Rate: 0%
Payment Request: \$21,167.01

Line Item / Category	Approved Budget	Prior Expenditures	Expenditures This Period	Total Expenditures	Remaining Balance
<i>See agreement for budget line items and enter them below</i>					
Personnel	\$32,025.00	\$2,551.50	\$4,221.00	\$6,772.50	\$25,252.50
Fringe Benefits	\$2,450.00	\$195.19	\$322.91	\$518.10	\$1,931.90
Program Services (may include contractual / consulting services, marketing, printing, and equipment)	\$242,544.00	\$61,500.00	\$15,000.00	\$76,500.00	\$166,044.00
Occupancy	\$7,231.00	\$1,043.58	\$1,623.10	\$2,666.68	\$4,564.32
Direct subtotal:	\$284,250.00	\$65,290.27	\$21,167.01	\$86,457.27	\$197,792.73
Indirect Allowed:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total:	\$284,250.00	\$65,290.27	\$21,167.01	\$86,457.27	\$197,792.73

Paid Advance	Recoupment of Advance to date	Recoupment of Advance this Period	Total Recoupment of Advance	Remaining Advance
\$0.00	\$0.00		\$0.00	\$0.00

Remaining Funds for Disbursement	\$197,792.73
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ORGANIZATION CERTIFICATION: By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objective set forth in the terms and conditions of the County and/or Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative penalties for fraud, false statements, false claims or otherwise (Federal Award References - U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812.)

Sarah Lee
 Name (Printed)

Executive Director
 Title (Printed)

Signature

Date

DUTCHESS COUNTY APPROVAL ONLY				
Eoin Wrafter, Commissioner				
Name and Title (Printed)		Signature		Date
County Administration Only:				
Item for Approval	Initials	Date	Year	
Budget/Documentation				County Contract #
Financial				Account # (CD only)
Construction (CD only)				IDIS # (CD only)

DUTCHESS COUNTY CONTRACT AGENCY
Progress Report 2022

Agency: *Dutchess County Economic Development Program*
Program: *Dutchess County Local Development Corporation - ARP Funds*

Outcome Statement Should be the same statements as "Program Outcomes" in Scope of Services	Total Target, Unduplicated Customers that should achieve the outcome during a year of programming	Actual, Unduplicated Customers				Total, Unduplicated Customers Year to Date
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	
Produce a digital micromarketing program to support approximately 40 business	40	45	0	0	0	45
Produce an event to support Start-ups in Dutchess County	1	0	0	0	0	0
Produce a digital talent attraction campaign the includes:						
A landing page or like on LDC website	1	0	0	0	0	0
Digital marketing promotional support pieces	1	0	0	0	0	0

Narrative – Provide a narrative on any accomplishments or outcomes not outlined above. This can include information on interim accomplishments which will lead to fulfillment of outcome statements.

Narrative

The DCLDC micromarketing program was completed in 1st quarter of 2022.
 An event to support start-ups is planned for 3rd quarter we are beginning support services and planning now
 We are in process of redesigning our website which will include the talent attraction webpage