

Tioga County IDA Executive Director

List of Accomplishments – Year 2023

- Maintained financial transparency and financial records; Oversight of Accounts Payable, Accounts Receivable, and Journal Entries**
- Facilitated Best Bev LLC PILOT application negotiations, prepared cost benefit analysis, presented for effected taxing municipalities and at the public hearing; TCIDA approved sales tax exemption**
- Assisted Fagan Engineers, RB Robinson, and Aquastore regarding water tank construction coordination; Oversight of ongoing administration regarding TCIDA-Veolia developer agreement; Administration of AB-017 E-Site Water System Capital ESD Grant**
- Provided technical assistance regarding an application for USDA Local Meat Capacity Grant for Reed Brook Meats, local meat processor located in Waverly NY, to support increased annual head count and launch of RTE product sales**
- Initiation of Sales Tax Exemption (only) application for support of small & large business/ development expansion in Tioga County**
- Partnered with Tioga County ED&P for administration of Education Workforce Coordinator ARC Grant: Building a Talent Pipeline**
- Administration of ARC Grant – Tioga County Industrial Pocket PEMB Buildings - preliminary engineering plans and cost estimate regarding two 40,000 SF buildings**
- Administration of ESD CFA Grant – Raymond Hadley Water Capacity Preliminary Engineering Plans and Cost Estimate**
- Administration of PILOT Agreements; Verification of PILOT employee numbers; PILOT invoicing/distribution**
- Completed the NYS Comptroller PARIS Report prior to deadline**
- Represented TCIDA during annual external CPA audit, ensured PARIS submission prior to deadline**
- Maintained updated procedures for effective sales tax exemption tracking**
- Administration of IRP loans, RBEG loans, Façade loans, and IDA Paint Program; Ongoing administration of LINC USDA Reporting**
- Administration of lease agreements**
- Coordinated with Tioga County Soil & Water Conservation District to ensure responsible oversight of IDA owned property**
- Maintained ongoing compliance for IDA Livestream Requirement**
- Worked closely with Tioga County ED&P regarding potential new development projects**
- VEDA (Valley Economic Development Association) Board Member – 4/2019-Current**
- Annual budget preparation, presentation, and PARIS submission to commence prior to October 31 deadline**
- Coordinated with TCIDA-contracted railroad operator to encourage company relocation/expansion and increase freight revenue**
- Presentations at Lenders Roundtable & Chamber Business Expo regarding loan programs**
- Submission of USDA IRP Loan Application**