



COLUMBIA COUNTY INDUSTRIAL DEVELOPMENT AGENCY MEETING NOTICE

Please take notice that there will be a regular meeting of the Columbia County Industrial Development Agency and its Finance Committee held on June 4, 2019 at 8:30am at their offices at 4303 US Route 9, Hudson, NY 12534. This meeting will be held to consider all appropriate business brought before it. The meeting is open to the public.

Sarah Sterling
Secretary
Columbia County Industrial Development Agency
Dated May 28, 2019

IDA Board of Members Agenda

Members:

| | | |
|-------------------|----------------|----------------|
| Nina Fingar-Smith | Brian Keeler | Sarah Sterling |
| Bob Galluscio | Carmine Pierro | |
| William Gerlach | Sidney Richter | |

1. Minutes, March 18, 2019*
2. Minutes public hearing April 15, 2019*
3. Administrative Director's Report
4. Finance Committee Report
 - a. Treasurer's Report*
5. Drumlin Farms
6. Public Comments

Attachments:

- Draft Minutes March 18, 2019
- Draft Minutes Public Hearing April 15, 2019
- Treasurer's Report

**MINUTES
COLUMBIA COUNTY
INDUSTRIAL DEVELOPMENT AGENCY
Board Meeting
Monday, March 18, 2019
4303 Route 9
Hudson, New York**

The regular meeting of Columbia County Industrial Development Agency Board held at their offices located at 4303 Route 9, Hudson, NY 12534 on Monday, March 18, 2019. The meeting was called to order at 8:43am by Sidney Richter, Vice Chairman.

| Attendee Name | Title | Status | Arrived |
|----------------------|--|---------|---------|
| Nina Fingar-Smith | Board Member | Present | |
| Robert Galluscio | Treasurer | Present | |
| William Gerlach | Board Member | Present | |
| Brian Keeler | Board Member | Excused | |
| Carmine Pierro | Board Member | Excused | |
| Sidney Richter | Vice-Chairman | Present | |
| Sarah Sterling | Secretary | Present | |
| Theodore Guterman II | Counsel | Present | |
| F. Michael Tucker | President/CEO | Present | |
| Lisa Drahushuk | Administrative Supervisor | Present | |
| Erin McNary | Bookkeeper | Present | |
| Ed Stiffler | Economic Developer | Excused | |
| Martha Lane | Business Development Specialist | Present | |
| Carol Wilber | Marketing Director | Present | |
| Matthew Vanderbeck | Pattison, Koskey, Howe and Bucci, CPA's PC | Present | |

Minutes:

Mr. Richter called for a motion to approve the minutes from February 5, 2019. *With no changes suggested, Ms. Sterling made a motion, seconded by Mr. Gerlach to recommend approval of the minutes as presented. Carried unanimously.*

Administrative Director's Report:

Mr. Tucker stated he felt the IDA should develop a policy which would allow the Agency to offer a "sliding scale of benefits" to applying companies. He stated CCIDA's bond counsel, A. Joseph Scott had begun developing a uniform fee analysis which would allow some flexibility in project fees, while keeping the policy uniform.

Mr. Guterman suggested researching the options used by other IDA's. Mr. Tucker questioned the origin of the 1% fee, and if other Industrial Development Agencies charged a similar fee.

Mr. Tucker stated he had received a FOIL request regarding the Wil-Roc digester project. He stated Mr. Guterman had handled the response. He informed the Board he had attended the annual seminar held by NYSEDC regarding changes affecting the IDA. He noted no significant changes had taken place. He stated NYSEDC had requested a \$500 fee to aid their lobbying efforts on behalf of IDA's.

Mr. Tucker informed the Board that he and Ms. Lane would be participating in a webinar that had been outlined in a document included in their meeting packets. The webinar was being held by NYS Department of Tax and Finance and would be reviewing the sales tax responsibilities of the IDA as well as the different forms and their due dates.

**Audit Committee Report:
2018 Audited Financials:**

No further questions were presented about the audited financials. Mr. Sterling made a motion, seconded by Mr. Galluscio, to approve the audited financials as presented. Carried.

Confidential Board Evaluation:

The Board reviewed the document. *Ms. Fingar-Smith made a motion, seconded by Mr. Galluscio to approve the Confidential Board Evaluation. Carried.*

PARIS Report:

Mr. Tucker stated he had done some research regarding the necessity of the Board approving the PARIS report. He noted the PARIS Manual stated the Board was not obligated to approve, as by their year - long actions it could be assumed they agreed with the actions cited in PARIS. He noted it was the Board's decision if they chose to approve the report. *Ms. Fingar-Smith made a motion, seconded by Mr. Galluscio to approve the PARIS report as presented. Carried.*

Drumlin Farms (Drumlin Field Ventures LLC, Drumlin Fields Land, LLC.):

Mr. Tucker reviewed the Drumlin Fields project noting they had requested a decrease in the IDA fee due to their inability to take advantage of all available benefits. He noted the project is subject to agricultural exemptions and would not be able to take full advantage of the available IDA benefits. He suggested reducing the IDA fee to \$70,000 in response to the company's request. *Mr. Galluscio made a motion, seconded by Mr. Gerlach to approve an IDA fee of \$70,000 for Drumlin Fields. Carried.*

Mr. Guterman stated the project's next step was to schedule a public hearing on the project. He noted the meeting would be to gather any public input regarding the project. The meeting would require 10 days notice, and he suggested all Board members attend if at all possible. *Mr. Galluscio made a motion, seconded by Ms. Fingar Smith to proceed with the scheduling of the public hearing. Carried.*

With no further business and no public in attendance, Mr. Galluscio made a motion, seconded by Ms. Fingar-Smith to adjourn the meeting. Carried. The meeting adjourned at 9:14am

Respectfully submitted by Lisa Draushuk

DRAFT

**MINUTES
COLUMBIA COUNTY
INDUSTRIAL DEVELOPMENT AGENCY
PUBLIC HEARING
Monday, April 15, 2019
67 State Route 23
Town of Claverack, New York**

The public hearing of Columbia County Industrial Development Agency held at A.B.Shaw Firehouse, 67 State Route 23, in the Town of Claverack, New York on April 15, 2019. The hearing was called to order at 8:30am by Carmine Pierro, Chairman.

| Attendee Name | Title | Status | Arrived |
|----------------------|---------------------------------|---------|---------|
| Nina Fingar-Smith | Board Member | Present | |
| Brian Keeler | Board Member | Present | |
| Carmine Pierro | Chairman | Present | |
| Sidney Richter | Vice-Chairman | Present | |
| Sarah Sterling | Secretary | Present | |
| Theodore Guterman II | Counsel | Present | |
| F. Michael Tucker | President/CEO | Present | |
| Lisa Drahusuk | Administrative Supervisor | Present | |
| Martha Lane | Business Development Specialist | Present | |
| Jordan McComb | Taconic Hills School District | Present | |
| John Frishkopf | Drumlin Field | Present | |
| Brett Mattingly | Drumlin Field | Present | |

Mr. Pierro opened the hearing. He noted the purpose of the public hearing was to gather comments and opinions about the project from the public. He reminded the attendees the Town of Claverack had approved the project on June 4, 2018. He asked John Frishkopf from Drumlin Field to give an overview of the project to the audience.

Mr. Frishkopf stated the facility would be a field to glass operation producing 10,000 cases per year. He noted the 80 acres would be farmed, with plantings of grapes and apples. He reviewed the process, noting the production area would be 20,000 square feet in size. Mr. Frishkopf stated the site would contain a distillery and tasting room. He noted the site would welcome visitors and have space for picnicking and serve a limited menu. He anticipated breaking ground this summer and opening for customers in late spring 2020. Mr. Pierro thanked Mr. Frishkopf and asked if there were any public comments.

Jordan McComb stated he was representing the Taconic Hills School District. He stated the district was excited about the project, and would be contacting the business in the near future to discuss ways to incorporate educational collaboration.

Mike Tucker stated Columbia Economic Development Corporation had indicated their support of the project. He noted the Columbia County Board of Supervisors had also indicated their support by approving the submission of a CDBG application on their behalf. Mr. Tucker stated the Town of Claverack had approved the site plan and the SEQR had been completed. He noted the project was consistent with the Governor's craft beverage initiative as well as the county's service industry.

Sidney Richter asked the amount of the current school taxes. Mr. Tucker stated they were currently below \$10,000. He noted the distributed cost benefit analysis was not the final version. He stated the current PILOT numbers had not been inserted. He stated the corrected numbers would be included in the Board packet at the next meeting.

With no further comments from the public or board, Mr. Pierro closed the public hearing at 8:42am.

Respectfully submitted by Lisa Draushuk

Columbia County IDA
Balance Sheet
As of April 30, 2019

| | <u>Apr 30, 19</u> |
|---------------------------------------|--------------------------|
| ASSETS | |
| Current Assets | 140,100.63 |
| Other Assets | |
| Comm. Park Land Sale Recv. | |
| HRVH, LLC | 17,391.51 |
| Limz | 12,025.49 |
| Total Comm. Park Land Sale Recv. | <u>29,417.00</u> |
| Total Other Assets | <u>29,417.00</u> |
| TOTAL ASSETS | <u><u>169,517.63</u></u> |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Other Current Liabilities | |
| Escrow 2990 Rt 9 Realty | 21,558.35 |
| Escrow BAC Sales, Inc. | 35,191.81 |
| Total Other Current Liabilities | <u>56,750.16</u> |
| Total Current Liabilities | 56,750.16 |
| Long Term Liabilities | |
| Due to Col.Cnty Land Sale | |
| HRVH, LLC | 17,391.51 |
| Limz | 12,025.49 |
| Total Due to Col.Cnty Land Sale | <u>29,417.00</u> |
| Total Long Term Liabilities | <u>29,417.00</u> |
| Total Liabilities | 86,167.16 |
| Equity | |
| Fund Balance - Unrestricted | 93,218.66 |
| Net Income | -9,868.19 |
| Total Equity | <u>83,350.47</u> |
| TOTAL LIABILITIES & EQUITY | <u><u>169,517.63</u></u> |

Columbia County IDA
Profit & Loss Budget vs. Actual
January through April 2019

| | Jan - Apr 19 | Budget | \$ Over Budget | % of Budget |
|-----------------------------------|--------------|-----------|----------------|-------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| Comm Prk Principal Inc. | 3,624.78 | 3,624.78 | 0.00 | 100.0% |
| Land Sale Income | | | | |
| Land Sale Inc. (Int) | 800.70 | 800.70 | 0.00 | 100.0% |
| Total Land Sale Income | 800.70 | 800.70 | 0.00 | 100.0% |
| Administration Fee Income | 5,000.00 | 16,666.64 | -11,666.64 | 30.0% |
| Application and Misc Income | 2,000.00 | 1,000.00 | 1,000.00 | 200.0% |
| Bank Interest | 19.98 | 16.64 | 3.34 | 120.1% |
| Total Income | 11,445.46 | 22,108.76 | -10,663.30 | 51.8% |
| Expense | | | | |
| Comm. Park Land Sale | | | | |
| Comm Park money to County | 3,624.78 | 3,624.78 | 0.00 | 100.0% |
| Total Comm. Park Land Sale | 3,624.78 | 3,624.78 | 0.00 | 100.0% |
| Consultants | 0.00 | 2,500.00 | -2,500.00 | 0.0% |
| Legal Fees | 1,332.50 | 2,500.00 | -1,167.50 | 53.3% |
| Accounting & Audit | 8,001.51 | 8,500.00 | -498.49 | 94.1% |
| Administration/CEDC | 6,000.00 | 6,000.00 | 0.00 | 100.0% |
| Insurance | 1,972.70 | 2,600.00 | -627.30 | 75.9% |
| Office & Misc Exp | 382.16 | 500.00 | -117.84 | 76.4% |
| Total Expense | 21,313.65 | 26,224.78 | -4,911.13 | 81.3% |
| Net Ordinary Income | -9,868.19 | -4,116.02 | -5,752.17 | 239.8% |
| Other Income/Expense | | | | |
| Other Income | | | | |
| PILOT Receipts | 64,312.29 | | | |
| Total Other Income | 64,312.29 | | | |
| Other Expense | | | | |
| PILOT Payments | 64,312.29 | | | |
| Total Other Expense | 64,312.29 | | | |
| Net Other Income | 0.00 | | | |
| Net Income | -9,868.19 | -4,116.02 | -5,752.17 | 239.8% |