

ESSEX COUNTY
Industrial Development Agency
Empire Zone
Capital Resource Corporation

ESSEX
COUNTY



in the park
industrial development agency

A healthy place to grow a business
A healthy place to grow a family
A healthy place to be...

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2015 ESSEX COUNTY IDA, EMPIRE ZONE & CAPITAL RESOURCE CORP. ANNUAL REPORT



IDA Mission...

Our mission is to create a viable business atmosphere that will attract compatible and diverse sustainable economic development opportunities while focusing on major assets, retention/expansion projects, quality of life and job creation.

Essex County IDA & Capital Resource Corp. Board of Directors

Chairman Darren Darrah, Town of Willsboro Resident
Vice-Chairperson James Bowen, Schroon Lake Business Owner (Adirondack Apothecary)
Treasurer & Secretary Charles Bryant, Moriah Business Owner (Bryant's Lumber)
Gerald Morrow, Supervisor, Town of Chesterfield
Matthew Courtright, Ticonderoga Chamber of Commerce
Joseph Kusalonis, Town of Chesterfield Resident
Jamie Rogers, Lake Placid Resident

Essex County IDA Staff

Carol Calabrese, Co-Executive Director and CEO
Jody Olcott, Co-Executive Director, CFO and Empire Zone Coordinator
Sarah LaFountain, Administrative Assistant

Essex County IDA & Capital Resource Corp. Professional Services

Briggs & Norfolk
2284 Saranac Ave.
Lake Placid NY 12946
Phone (518) 523-5555

Squires, Sanders & Dempsey
350 Park Avenue, 15th Floor
New York NY 10022
Phone (212) 872-9853

H. Sichertman & Company
5852 Forest Creek Drive
East Amherst NY 14051
Phone (716) 689-2980

2015 ESSEX COUNTY IDA, EMPIRE ZONE & CAPITAL RESOURCE CORP. ANNUAL REPORT

IDA Revolving Loan Program

The Essex County IDA revolving loan fund is available to new start up and expanding businesses located in the county. The loan program is a “gap” financing tool, which assist businesses to move forward with project development.

<u>IDA Revolving Loan Summary</u>	<u>IDA LOAN</u>	<u>TOTAL PROJECT</u>
Adir. Specialty Foods, Town of Chesterfield	\$79,000	\$90,000
Champlain Valley Senior Center, Town of Willsboro	\$270,000	\$7,390,767
WD's Grocery & Deli, Town of Newcomb	\$75,000*	\$180,000
Essex Box & Pallet, Town of Chesterfield	\$225,000*	\$900,000
Wetherbee Carriage House, Town of Schroon	\$50,000	\$265,000
Normandie Beach Club, Town of Westport	\$57,000	\$1,024,805
S & W Ticonderoga, Town of Ticonderoga	\$300,000	\$4,000,000
Adirondack Meat Company, Town of Ticonderoga	\$315,000	\$1,730,000
Aleeze Enterprises	\$110,000	\$366,000
Bodette's Barbecue	\$18,000	\$176,000
TOTAL:	\$1,499,000	\$16,122,572

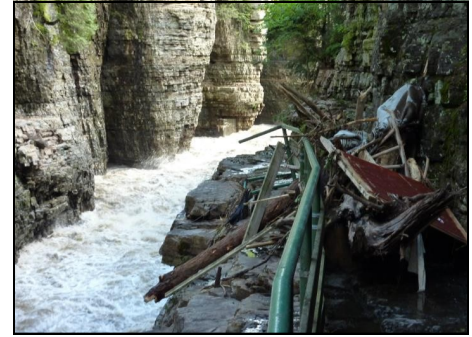
*loan paid off in 2015



2015 ESSEX COUNTY IDA, EMPIRE ZONE & CAPITAL RESOURCE CORP. ANNUAL REPORT

LC Bridge/Hurricane Irene Loan Programs

The Lake Champlain Bridge and Hurricane Irene Loan Programs were created to assist businesses that were affected by the Lake Champlain Bridge closure and Hurricane Irene Flood damage. The Essex County IDA continues to manage the loans that have been disbursed from these programs to the impacted businesses.



Lake Champlain Bridge Loan Program

Ti Paint & Decorating Center	\$39,366.56
Wind Chill Factory	\$50,000
The Country Florist and Gifts	\$25,000
Crown Point Barbeque	\$19,211.50
Sugar & Spice Shoppe	\$25,000
The Towne Store	\$29,851
Westport Hospitality Investors	\$25,000
Westport Golf Investors	\$25,000
Denton Publications	\$50,000
TOTAL:	\$313,429.06

76 FULL-TIME & 32 PART-TIME JOBS RETAINED

<u>Hurricane Irene Loan Program</u>	<u>IDA LOAN</u>
Noon Mark Diner	\$27,500
TOTAL:	\$27,500

13 FULL-TIME, 2 PART-TIME & 20 SEASONAL RETAINED



2015 ESSEX COUNTY IDA, EMPIRE ZONE & CAPITAL RESOURCE CORP. ANNUAL REPORT

Financing Programs

High Peaks Distributing



In 2014, the Essex County IDA approved and closed on a straight lease back transaction with sales tax exemption and PILOT Agreement to High Peaks Distributing located in St. Armand. High Peaks Distributing constructed a 13,000 square foot expansion and additional upgrades to their existing space. The project was completed in early 2015. The business currently has 20 full-time, 4 part-time and 1 seasonal employee. The total project was \$2 million.

Northwoods Inn

Northwoods Inn located in North Elba completed renovation of their 160 guest rooms, lobby and front entrance in 2015. The Essex County IDA approved a straight lease back transaction with sales tax exemption only to assist with the project in 2014. The total project \$1.8 million. At the current time the hotel employees 28 full-time, 20 part-time and 6 seasonal employees with an estimated annual salary of \$1 million.



2015 ESSEX COUNTY IDA, EMPIRE ZONE & CAPITAL RESOURCE CORP. ANNUAL REPORT

Financing Programs

Gas Station in North Hudson

The Essex County IDA approved a loan in the amount \$110,000 to Aleeze Enterprises for the equipping and renovation of the gas station located in the Town of North Hudson. Loan proceeds were used for inventory, furniture, fixtures and equipment, working capital and gas security deposit. The gas station includes gasoline, prepared sandwiches, snacks, candy, beer, lottery, groceries, household merchandise, general merchandise, camping supplies and a large variety of beverages. The total project cost was \$366,000. The business opened its doors in December 2014.



Bodette's Barbecue

Bodette's Barbecue opened in May of 2015 on Montcalm Street in Ticonderoga. It is a service barbecue eat-in or take-out restaurant and catering operation. In October of 2015, the Essex County IDA closed on a loan in the amount of \$18,000 to assist with repayment of a bridge loan through Champlain National Bank. Since opening the business sales have exceeded projections. The business is open 10 months each year and currently has five employees. Total project cost was \$176,000.



International Paper

In March 2014 Governor Cuomo announced International Paper's Ticonderoga mill was a recipient of the ReCharge NY program which will allow the mill to make new investments and retain workers. In addition to the power provided by ReCharge NY, International Paper also received a \$1 million award from Empire State Development and \$750,000 from the New York State Energy Research and Development Authority will be used to support the conversion of the mill's power boiler and lime kiln from no. 6 fuel-oil to natural gas.



2015 ESSEX COUNTY IDA, EMPIRE ZONE & CAPITAL RESOURCE CORP. ANNUAL REPORT

Financing Programs

<u>Essex County IDA Bonds</u>	<u>Total Bond Financing</u>	<u>Actual Jobs</u>
Elizabethtown Community Hospital	\$7,600,000	136 FT, 32 PT
Will Rogers, North Elba	\$5,000,000	15 FT,13 PT,3 S
Hometown Anchor, Schroon Lake	\$1,300,000	5 FT,11 PT,0 S
International Paper Company, Ticonderoga	\$69,860,000	617 FT, 3 PT
NC Comm. College Assoc., Ticonderoga	\$6,380,000	6.5 FT,18 PT,2S

Straight Lease Back Transactions

Champlain Valley Senior Center, Willsboro	\$7,300,000 total project	43 FT, 11 PT
Adirondack Meat Company, Ticonderoga	\$1,730,000 total project	10 FT, 4 PT
High Peaks Distributing, St. Armand	\$2,000,000 total project	20 FT, 4 PT
Northwoods Inn, North Elba	\$1,800,000 total project	28 FT, 20 PT

MOSES CIRCLE
SENIOR
APARTMENTS



2015 ESSEX COUNTY IDA, EMPIRE ZONE & CAPITAL RESOURCE CORP. ANNUAL REPORT

Marketing Summary & Outreach

The Essex County IDA continues to partner with the Regional Office of Sustainable Tourism to market and promote the County as a viable place to own and operate a business. In addition, The IDA continues to partner with NYS Empire State Development, National Grid, NYSEG, the NY Business Development Counsel and other regional and state opportunities to market the county.

External Lead Generation Program

The Essex County IDA was invited by the New York State Economic Development Council to participate in an important Business Marketing/Lead Generation opportunity. NYSEDC and their key funding partners – ESD, National Grid, RG&E/NYSEG, and regional EDOs – contracted with 310 Ltd, a national lead generation consulting firm, to identify 56 qualified leads in six industry sectors.

56 qualified leads in which 65 percent will have plans to select a site within 30 months will need to meet the following criteria

- Job parameters per lead will exceed 20 jobs
- Emerging technology opportunities are acceptable at 10 jobs.

35 percent can include the companies with following parameters:

- Companies with no less than 250 employees of \$50 MM or more plan for site selection that is greater than 30 months.
- Introductions with genuinely interested Fortune 500 companies greater than \$500 MM that are interested to speak to a New York representative.

When qualified leads are identified by 310 Ltd., a phone call will be scheduled with a senior representative of the company.



	2015 to Date
NYS review list of companies to date	1,206
Qualified Leads Meeting	37



2015 ESSEX COUNTY IDA, EMPIRE ZONE & CAPITAL RESOURCE CORP. ANNUAL REPORT

Marketing Summary & Outreach

Mission to Montreal



In August 2015, the Essex County IDA staff joined Congresswoman Elise Stefanik and the North Country Chamber on a special mission to Montreal that was filled with briefings and meetings designed to help identify opportunities for cross border collaboration on shared economic development aims. The itinerary included high level meetings with Quebec officials; activities hosted by the U.S. Consul General in Montreal; several technology sector briefings and discussions

arranged by Montreal International, metropolitan Montreal's lead economic development organization; a luncheon roundtable with targeted guests; a discussion with a group of young Montreal entrepreneurs; and a high level meeting with Hydro Quebec. Each meeting was insightful and valuable, with follow-ups already underway.

Doing Business in the U.S.

The Essex County IDA was invited by and is now working closely with the North Country Chamber of Commerce in helping Canadian business owners understand how to start Doing Business in the U.S. Through the Chamber's partnership with the Montreal Board of Trade/World Trade Center and Quebec International, groups of 15-20 businesses come to the Chamber several times a year to learn about Doing Business in the U.S, existing and startup Canadian businesses pay a fee to participate in this event. Participants spend the morning at the border at customs then participate in a roundtable discussion at the North Country Chamber with economic development specialists. The list of attendees is shared with the economic developers. The Essex County IDA takes the list and follows up with participants. Each attendee is also given a guide book at each seminar which gives a general overview of some of the things Canadians may encounter as they enter the U.S. market. The IDA has placed a full page ad in the guide book which will be valid for two years. The guide book is also forwarded to Canadian companies that inquire information regarding Doing Business in the U.S. **Total number of Doing Business in the U.S. Leads: 101**



2015 ESSEX COUNTY IDA, EMPIRE ZONE & CAPITAL RESOURCE CORP. ANNUAL REPORT

Marketing Summary & Outreach

Canadian Market

In 2014 the IDA continues to work with National Grid and their Canadian marketing consultant. The consultant and the IDA worked together to complete a website targeted toward Canadian businesses which you can find at www.canada.essexcountyida.com. The Essex County IDA also received a grant from National Grid through their Cooperative Business Grant Program to establish a connection with Canadian partners as to where all parties can assist businesses to increase their opportunities for growth and expansion. The grant is a 50/50 match. The IDA received \$5,000. Total Project is \$10,000. A press release was published in June 2014. The Essex County IDA staff attended meetings in December 2014 with Canadian representatives and businesses.



Views/Hits

IDA website: 541,294 / 34,005

Leads

Letters to new EC Businesses: 130

Essex County Businesses: 1804

Telephone / Walk ins: 21

Location

of Businesses

Outside of NYS

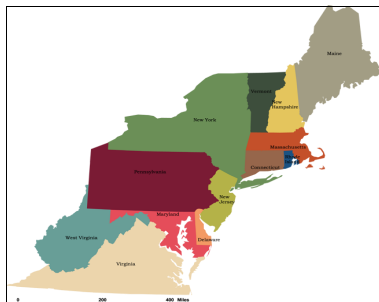
660

Canada

4,534

Marketing to the Northeast Region

The IDA continues to develop a targeted list of manufacturers located outside of New York State and Canada. The IDA sends quarterly emails to these qualified businesses noting economic development benefits and sites available.



Essex County Businesses

The IDA staff devotes a significant amount of time reaching out to existing Essex County businesses (as most of the economic growth is coming from existing businesses) and ensuring they are aware of the services available through the IDA

as well as our partnering agencies. The IDA is working on a database of existing Essex County businesses.



2015 ESSEX COUNTY IDA, EMPIRE ZONE & CAPITAL RESOURCE CORP. ANNUAL REPORT

Business Development

Moriah Business Park

In 2013 the Essex County IDA began working with engineers at AES Northeast to begin plans for a 3,175 s.f. office on lot #4 at the park. Construction was completed on the 2,000 sq. ft. office space in June 2015 through the partnership with CV-TEC as well as a local general contractor High Peaks Carpentry. A ribbon cutting ceremony was held on June 5th to celebrate students and contractors success on project. High Peaks Hospice moved into the new space on June 24, 2015. The IDA continues to market the remaining approx. 1,200 sq. ft. for rent.



North Country Community College

The Essex County IDA worked with North Country Community College in securing a grant from Empire State Development through the new Start Up New York Program for the feasibility study on the Lowe's facility in Ticonderoga. The feasibility study is to determine if the vacant Lowe's facility and/or a property owned by JASMA in downtown Ticonderoga can be reused to create a shared space for a consortium of colleges to provide middle-skill curricula and as a business incubator space. The study will also determine the economic impact of repurposing the Lowe's facility and/or property owned by JASMA in downtown Ticonderoga. The project is a 50/50 match. Total project is \$50,000.



2015 ESSEX COUNTY IDA, EMPIRE ZONE & CAPITAL RESOURCE CORP. ANNUAL REPORT

Business Development

Adirondack Park Upper Hudson Recreation

In partnership with the Office of Community Resources, the Essex County IDA submitted an application on behalf of Essex County under the Adirondack Park Upper Hudson Recreation Hub for a microenterprise grant for the Town's of Minerva, Newcomb, North Hudson and Hamilton County's, Towns of Indian Lake and Long Lake. The Microenterprise Grant Program was established to provide grants to eligible expanding or start up microenterprise businesses providing tourist accommodations in each community. Essex County was awarded \$100,000.



The Essex County IDA administered the grants to the businesses that were awarded. Businesses include: Adirondack Grawl & Grub (Long Lake) \$15,000, Aleeze Enterprises (North Hudson) \$15,000, Hoot Owl Lodge (Newcomb) \$11,700, Indian Lake Restaurant (Indian Lake) \$10,000, Motel Long Lake (Long Lake) \$15,000, Raquette River Outfitters (Long Lake) \$15,000, and Square Eddy Expeditions (Indian Lake) \$18,300. Funds were drawn down by the end of the year.

REDC CFA Community Renewal Fund II

In July of 2014, the Essex County IDA submitted an application on behalf of Essex County, to the New York State Housing Trust Fund Corporation/2013 REDC CFA Office of Community Renewal Fund (CDBG, Economic Development Program) for a microenterprise grant for the Town's of Moriah, Crown Point and Ticonderoga. Essex County received \$200,000 to assist 8 businesses (4 new, 4 existing) in these communities located along the southern Lake Champlain to build capacity to improve their ability to increase economic opportunities in the tourism



industry. A committee was formed to evaluate the grant applications which approved the award of 5 grants. The Essex County IDA is administering the microenterprise grant to the following businesses: A & S Custom's (Crown Point) \$35,000, Bodette's Barbecue, LLC (Ticonderoga) \$35,000, Libby's Bakery Café, LLC (Ticonderoga) \$31,477, Sleeper's Customizing & Repair (Moriah) \$35,000 and Trendy Threads Boutique (Ticonderoga) \$18,000.

2015 ESSEX COUNTY IDA, EMPIRE ZONE & CAPITAL RESOURCE CORP. ANNUAL REPORT

Business Development

Consolidated Funding Applications Round 4

The IDA staff has assisted agencies and businesses with CFA applications some of which include the following:

- North Country Community College
- Paradox Brewery
- AuSable Brewing Company
- Fort Ticonderoga
- Bridge Point Communications
- Hamilton County (Implementing a County fuel station model for small towns)

The Essex County IDA also assisted other agencies and municipalities to develop grant applications:

- Town of Moriah Municipal Infrastructure
- Town of Moriah Main Street Program
- Town of Ticonderoga Water Project
- Town of Newcomb
- Town of Crown Point Water Project
- Town of Chesterfield Water Project

Youth Counsel & Workforce Investment Board



ONEWORKSOURCE
BUSINESS & EMPLOYMENT CENTER

The Essex County IDA is a member of the Youth Council Committee and the Workforce Investment Boards. The North Country Workforce Development Board is a public-private partnership that works across the boundaries of professional, personal, educational, and cultural experience. The Youth Council's mission is to build and support a regional youth workforce system and to manage state and federal workforce-development funds on behalf of vulnerable youth throughout the North Country.

Essex County Business Industry Education and Training Forum

In October of 2015 the Essex County IDA partnered with local schools and One Work Source in hosting a forum to discuss business needs and better utilization of the BOCES Mineville facility. Over 50 people attended the Essex County Business Industry Education and Training Forum where employers were able to discuss their need for skilled employees. A follow up meeting was held with all partners creating three subcommittees. The IDA is working with Moriah Central School to host a career day with local employers as well as making it public to local school students and adults to attend.

2015 ESSEX COUNTY IDA, EMPIRE ZONE & CAPITAL RESOURCE CORP. ANNUAL REPORT

Grants Secured & Administered in 2015

- National Grid—Cooperative Business Grant Program **\$5,000**
- Adirondack Park Upper Hudson Recreation Hub, the Nature Conservancy, the Natural Heritage Trust and the New York State Department of Environmental Conservation for a micro-enterprise grant **\$100,000**
- New York State Housing Trust Fund Corporation, 2013 REDC CFA Office of Community Renewal Fund – CDBG, Economic Development Program, for a micro-enterprise grant **\$200,000**

Empire Zone Business Annual Reporting 2014

Reporting which was submitted in December 2015 was for the reporting calendar year 2014:

- 56 Empire Zone certified businesses
- 50 businesses reported, 6 businesses decertified for failure to report
- **1,289** full-time jobs, **429** part-time jobs, **\$96,341,611** annual payroll
- **\$22,414,799** in business investment
- **\$1,198,293** Empire Zone credits/benefits received



2015 ESSEX COUNTY IDA, EMPIRE ZONE & CAPITAL RESOURCE CORP. ANNUAL REPORT

The Essex County IDA continues to partner and assist with education, workforce development, incentive and quality of life driven issues in the County. IDA staff is actively involved on several decision-making boards:

Essex County Workforce Investment Counsel	Strategic Business Cluster committee
Regional Workforce Investment Board	Regional Youth Counsel Committee
North Country Alliance	Adirondack Harvest
Future of Westport Committee	TRA –Workforce Development Committee
Ti Co Op Development Committee	TRA—Focus Committee
Adirondack Partnership	Ti. Sewer Committee
CVES Business Advisory Committee	Healthy Communities Collation

Essex County IDA Real Property

Town of E'Town	Tax Map #55.84-4-7.100	0.56 acres	Class 464	\$231,000 assessment
Town of Jay	Tax Map #7.75-1-2.000	1.10 acres	Class 330	\$17,100 assessment
Town of Moriah	Tax Map #96.2-1-14.210	32.12 acres	Class 710	\$836,600 assessment
Town of Willsboro	Tax Map #30.12-3-1.000	5.00 acres	Class 330	\$24,800 assessment
Town of Willsboro	Tax Map #31.13-1-1.100	90.85 acres	Class 322	\$105,000 assessment
Town of Willsboro	Tax Map #30.12-2-15.110	0.44 acres	Class 311	\$800 assessment
Town of Willsboro	Tax Map #30.12-2-20.001	6.00 acres	Class 311	\$26,000 assessment
Town of Willsboro	Tax Map #30.12-2-15.220	0.01 acres	Class 311	\$100 assessment
Town of Willsboro	Tax Map #30.12-2-48.000	1.10 acres	Class 340	\$17,000 assessment

2015 Real Property Sales

None

2015 Business Park Lease

Moriah Lot #1: Pre-Tech Plastics of Williston, Vermont lease includes 22,000 sq. ft. of manufacturing space and additional storage and office space. Term is May 1, 2011-April 30, 2016.

Moriah Lot #4: High Peak Hospice lease of 2,000 sq. ft. of office space. Term is June 24, 2015, June 23, 2016.

GUIDELINES FOR DISPOSITION OF PROPERTY

SECTION 1. DEFINITIONS

"Contracting Officer" shall mean the officer or employee of the Essex County Industrial Development Agency (hereinafter, the "Agency") who shall be appointed by resolution to be responsible for the disposition of property.

"Dispose" or "disposal" shall mean transfer of title or any other beneficial interest in personal or real property in accordance with Section 2897 of the Public Authorities Law.

"Property" shall mean personal property in excess of five hundred dollars (\$500) in value, and real property, and any inchoate or other interest in such property, to the extent that such interest may be conveyed to another person for any purpose, excluding an interest securing a loan or other financial obligation of another party.

SECTION 2. DUTIES

The Agency shall: Maintain adequate inventory controls and accountability systems for all property owned by the Agency and under its control; Periodically inventory such property to determine which property shall be disposed of; Produce a written report of such property in accordance with subsection B herewith; and Transfer or dispose of such property as promptly and practicably as possible in accordance with Section 2 below.

The Agency shall: Publish, not less frequently than annually, a report listing all real property owned in fee by the Agency. Such report shall consist of a list and full description of all real and personal property disposed of during such period. The report shall contain the price received by the Agency and the name of the purchaser for all such property sold by the Agency during such period; and Shall deliver copies of such report to the Comptroller of the State of New York, the Director of the Budget of the State of New York, the Commissioner of the New York State Office of General Services, and the New York State Legislature (via distribution to the majority leader of the Senate and the Speaker of the Assembly).

SECTION 3. TRANSFER OR DISPOSITION OF PROPERTY

Supervision and Direction: Except as otherwise provided herein, the duly appointed contracting officer (the "Contracting Officer") shall have supervision and direction over the disposition and sale of property of the Agency. The Agency shall have the right to dispose of its property for any valid corporate purpose.

Custody and Control: The custody and control of Agency property, pending its disposition, and the disposal of such property, shall be performed by the Agency or by the Commissioner of General Services when so authorized under this section.

Method of Disposition: Unless otherwise permitted, the Agency shall dispose of property for not less than its fair market value by sale, exchange, or transfer, for cash, credit, or other property, with or without warranty, and upon such other terms and conditions as the Agency and/or contracting officer deems proper. The Agency may execute such documents for the transfer of title or other interest in property and take such other action as it deems necessary or proper to dispose of such property under the provisions of this section. Provided, however, except in compliance with all applicable laws, no disposition of real property, any interest in real property, or any other property which because of its unique nature is not subject to fair market pricing shall be made unless an appraisal of the value of such property has been made by an independent appraiser and included in the record of the transaction.

Sales by the Commissioner of General Services (the "Commissioner"): When the Agency shall have deemed that transfer of property by the Commissioner will be advantageous to the State of New York, the Agency may enter into an agreement with the Commissioner pursuant to which the Commissioner may dispose of property of the Agency under terms and conditions agreed to by the Agency and the Commissioner. In disposing of any such property, the Commissioner shall be bound by the terms hereof and references to the contracting officer shall be deemed to refer to such Commissioner.

Validity of Deed, Bill of Sale, Lease or Other Instrument: A deed, bill of sale, lease or other instrument executed by or on behalf of the Agency, purporting to transfer title or any other interest in property of the Agency in accordance herewith shall be conclusive evidence of compliance with the provisions of these guidelines and all applicable laws insofar as concerns title or other interest of any bona fide grantee or transferee who has given valuable consideration for such title or other interest and has not received actual or constructive notice of lack of such compliance prior to closing.

Bids for Disposal, Advertising, Procedure, Disposal by Negotiation: Except as permitted by all applicable laws, all disposals or contracts for disposal of property made or authorized by the Agency shall be made after publicly advertised for bids except as provided in subsection 3 of this section.

Whenever public advertising for bids is required under subsection 1 of this section: the advertisement for bids shall be made at such time prior to the disposal or contract, though such methods, and on such terms and conditions as shall permit full and free competition consistent with the value and nature of the property proposed for disposition all bids shall be publicly disclosed at the time and place stated in the advertisement. The award shall be made with reasonable promptness by notice to the responsible bidder whose bid, conforming to the invitation for bids, will be most advantageous to the Agency, price and other factors considered; provided, that all bids may be rejected at the Agency's discretion.

Disposals and contracts for disposal of property may be negotiated or made by public auction without regard to subsection 1 and 2 of this section but subject to obtaining such competition as is feasible under the circumstances, if: the personal property involved is of a nature and quantity, which, if disposed of under subsections 1 and 2 of this section, would adversely affect the state or local market for such property, and the estimated fair market value of such property and other satisfactory terms of disposal can be obtained by negotiation the fair market value of the property does not exceed fifteen thousand dollars (\$15,000) bid prices after advertising therefore are not reasonable, either as to all or some part of the property, or have not been independently arrived at in open competition the disposal will be to the state or any political subdivision or public benefit corporation, and the estimated fair market value of the property and other satisfactory terms of disposal are obtained by negotiation the disposal is for an amount less than the estimated fair market value of the property, the terms of such disposal are obtained by public auction or negotiation, the disposal of the property is intended to further the public health, safety or welfare or an economic development interest of the Agency, the state or a political subdivision (to include not limited to, the prevention or remediation of a substantial threat to public health or safety, the creation or retention of substantial number of job opportunities, or the creation or retention of a substantial source of revenues, or where the authority's enabling legislation permits or other economic development initiatives), the purpose and the terms or such disposal are documented in writing and approved by resolution of the board of the Agency or such action is otherwise authorized by law.

An explanatory statement shall be prepared of the circumstances of each disposal by negotiation of: any property which has an estimated fair market value in excess of fifteen thousand dollars (\$15,000) any real property that has an estimated fair market value in excess of one hundred thousand dollars (\$100,000), except that any real property disposed of by lease or exchange shall only be subject to clauses (3 and 5) of this subsection. any real property disposed of by lease for a term of five (5) years or less, if the estimated fair annual rent is in excess of one hundred thousand dollars (\$100,000) for any of such years. any real property disposed of by lease for a term of more than five (5) years, if the total estimated rent over the term of the lease is in excess of one hundred thousand dollars (\$100,000). any real property or real and related personal property disposed of by exchange, regardless of value, or any property any part of the consideration for which is real property. Each such statement shall be transmitted to the persons entitled to receive copies of the report required under all applicable laws not less than ninety (90) days in advance of such disposal, and a copy thereof shall be preserved in the files of the Agency making such disposal.

This policy is subject to modification and amendment at the discretion of the Agency and shall be filed annually with all local and state agencies as required under all applicable laws. The designated Contracting Officer for the Essex County IDA is Jody Olcott, Co-Executive Director.

2015 ESSEX COUNTY IDA, EMPIRE ZONE & CAPITAL RESOURCE CORP. ANNUAL REPORT

2016 Goals & Projects

Empire Zone Program

Continue with administration requirements of the county-wide zone and work with grandfathered businesses to ensure they continue to receive benefits. Work also includes Business Annual Report submissions to NYS.

Business Park Development

Continue to market Chesterfield Commerce Park and Moriah Business Park to attract new businesses and work with local business interested in expanding.

Continue partnership with CV-TEC environmental science and construction trades class on site clearing and grubbing of lots #3, #5 and #6 at the Moriah Business Park.

Marketing of the remaining 1,200 s.f. of unfinished space the Moriah Business Park Lot #4 building.

Grants/Loans/Business Development

Marketing, administration and delivery of:

- A. Adirondack Upper Hudson Recreation Hub micro-enterprise grant
- B. Southern Essex County micro-enterprise grant

Continued administration of revolving loan funds:

- A. 1992 & 1998 CDBG grants of behalf of Essex County
- B. 2000,2002, 2004 & 2006 OCR grants on behalf of Essex County
- C. 2003 & 2004 USDA grants to the IDA
- D. Lake Champlain & Hurricane Irene grants to IDA

Administration and incentive reporting for Straight Lease Back transactions on-going:

- A. Champlain Valley Senior Center
- B. Adirondack Meat Company
- C. High Peaks Distributing
- D. Northwoods Inn

Marketing

Continue working with the partners to target markets via development of email lists, updating website, and partnering with Canadian counterparts, NYS Empire State Development, New York State Economic Development Council, on the promotion of Essex County for economic development opportunities. The IDA will continue advertisement in the "Doing Business in the US Guide". The IDA will also continue participating in the "Doing Business in the US" seminars held through the NC Chamber.

Workforce Development

Continue work from 2015 on the business and industry needs of Essex County businesses including the AIME program and career fairs at local schools.