



# ORANGE COUNTY

## INDUSTRIAL DEVELOPMENT AGENCY

**Jeffrey Crist**, Chairman • **Dean Tamburri**, Vice Chairman • **Vincent Odock**, Secretary • **Susan Walski**, Board Member  
**Marc Greene**, Board Member • **Giovanni Palladino**, Board Member • **Linda Muller**, Board Member  
**William Fioravanti**, Chief Executive Officer • **Lino J. Sciarretta**, General Counsel • **Daniel G. Birmingham**, Bond Counsel

---

### Agenda

PLEASE TAKE NOTICE, The Orange County Industrial Development Agency will hold a regularly scheduled meeting on December 17<sup>th</sup>, 2025, immediately following the OCFC Meeting at Orange County IDA Headquarters, 4 Crotty Lane, Suite 100, New Windsor, NY 12553 to consider and/or act upon the following:

#### Order of Business

- **Call Meeting to Order**
- **Roll Call**
- **Proof of Notice**
- **Minutes**
  - Approval of Minutes from November 19<sup>th</sup>, 2025, Board of Directors Meeting
- **Reports**
  - Committee Reports
    - Governance Committee
    - Finance Committee
  - CEO Report
- **New Business**
  - Authorizing Resolution – Mountain Green Partners LLC
  - Accept November 2025 Financials
  - Approval of November / December Payables
  - Treasury Bill Matures 12/26/25
  - Revised Policies
  - By-Laws
  - RFP – Office Cleaning
  - 2026 - 2027 Meeting Schedule
- **Adjournment**

**To watch the livestream, please visit our website: [www.ocnyida.com](http://www.ocnyida.com)**

Dated: December 3, 2025

By: William Fioravanti – Chief Executive Officer

**4 Crotty Lane, Suite 100 • New Windsor, NY 12553**  
**Phone: (845) 234-4192 • Fax : (845) 220-2228 • Email : [business@ocnyida.com](mailto:business@ocnyida.com)**



# ORANGE COUNTY

## INDUSTRIAL DEVELOPMENT AGENCY

---

**Jeffrey Crist**, Chairman • **Dean Tamburri**, Vice Chairman • **Vincent Odock**, Secretary  
**Susan Walski**, Board Member • **Marc Greene**, Board Member • **Giovanni Palladino**, Board Member • **Linda Muller**, Board Member  
**William Fioravanti**, Chief Executive Officer • **Lino J. Sciarretta**, General Counsel • **Daniel G. Birmingham**, Bond Counsel

---

Date: November 24, 2025  
From: Jeffrey D. Crist  
Re: Next Meeting Date

### *OCIDA Board Meeting Notice*

The next Board of Directors meeting of the  
Orange County Industrial Development Agency is:

**Wednesday, December 17<sup>th</sup>, 2025**  
**immediately following the**  
**5:00pm OCFC meeting**

**OCIDA Headquarters**  
**4 Crotty Lane, Suite 100**  
**New Windsor, NY 12553**

**To watch the livestream, please visit our website: [www.ocnyida.com](http://www.ocnyida.com)**

Orange County Industrial Development Agency  
4 Crotty Lane, Suite 100 • New Windsor, NY 12553  
Phone: (845) 234-4192 • Fax: (845) 220-2228 • Email: [business@ocnyida.com](mailto:business@ocnyida.com)

**Orange County Industrial Development Agency**  
4 Crotty Lane  
New Windsor, NY 12553  
Tel (845) 234-4192

---

**Board of Directors Meeting Minutes**

Wednesday, November 19<sup>th</sup>, 2025

**Meeting Location:** 4 Crotty Lane, Suite 100, New Windsor, NY 12553

**Board Members Present:** Jeffrey Crist (Chair), Dean Tamburri, Susan Walski, Linda Muller, Giovanni Paladino, Marc Greene, Dr. Vincent Odock

**Staff Present:** Bill Fioravanti, Kelly Reilly, Marty Borrás, Matt Dagele (AV), Rudy Zodda (General Counsel)

**Others Present:** Brian Sanvidge (NYS Monitor)

---

**I. Call Meeting to Order**

The Chairman called the meeting to order at 5:07 p.m.

**II. Roll Call**

Mr. Fioravanti acknowledged the Board, staff members, and guest present.

**III. Proof of Notice**

The Chairman acknowledged that the meeting was duly noticed.

**IV. Minutes**

**MOTION TO APPROVE THE OCTOBER 23<sup>RD</sup>, 2025 BOARD OF DIRECTORS MEETING MINUTES AS PRESENTED WAS MADE BY MR. TAMBURRI, SECONDED BY MR. GREENE, AND PASSED UNANIMOUSLY.**

**V. REPORTS**

**Audit Committee:** Ms. Walski re-stated that the Audit Committee voted to recommend approval of PKF O'Connor Davies as the Auditors for fiscal years 2025 through 2027.

**A MOTION TO APPROVE PKF O'CONNOR DAVIES AS THE AUDITOR FOR FISCAL YEARS 2025 THROUGH 2027 WAS MADE BY DR. ODOCK, SECONDED BY MS. MULLER, AND PASSED UNANIMOUSLY.**

**Finance Committee:** Mr. Greene reviewed the financials and noted the application fee which included the legal pass-thru and a reimbursement from Zarin Steinmetz, the OCIDA conflict counsel, the Satin Fine Food Lease termination fee, and other professional fees and vendor payments.

**A MOTION TO APPROVE THE OCTOBER 2025 FINANCIAL REPORT AND THE OCTOBER / NOVEMBER 2025 PAYABLES WAS MADE BY MR. PALLADINO, SECONDED BY MS. WALSKI, AND PASSED UNANIMOUSLY.**

**Chairman's Report:** The Chairman discussed his attendance at the Empire State Development's Innovation Summit in Rochester, New York.

**CEO Report:** Mr. Fioravanti discussed his attendance at NYSEDC's Leadership & Policy Institute in Veron last week. He also said that Anchin sent their latest 6-month report on the OCIDA to the Inspector General's office last Friday. Mr. Fioravanti asked Mr. Sanvidge if Anchin would include any additional feedback on the report from the IDA in their subsequent report to the IG, to which Mr. Sanvidge responded affirmatively. Mr. Fioravanti also provided an update on the EPA Brownfields Assessment grant and noted Ms. Walski's attendance at the unveiling of Vision Hudson Valley's 2025 Quality of Life Report.

## **VI. New Business**

**NJA Communications Strategy:** Mr. Fioravanti discussed the important of IDAs to get proper positive communication to the public. He reviewed the proposal from the Niki Jones Agency.

**A MOTION TO APPROVE THE ENGAGEMENT WITH NIKI JONES AGENCY WAS MADE BY MS. WALSKI, SECONDED BY MR. GREENE, AND PASSED UNANIMOUSLY.**

**2027 – 2027 Meeting Schedule:** The Chairman asked the Board members to review the schedule for conflicts so that the schedule can be voted upon at the December 2025 Board meeting.

## **VII. Adjournment**

**A MOTION TO ADJOURN THE MEETING WAS MADE BY MS. WALSKI, SECONDED BY DR. ODOCK, AND PASSED UNANIMOUSLY.**

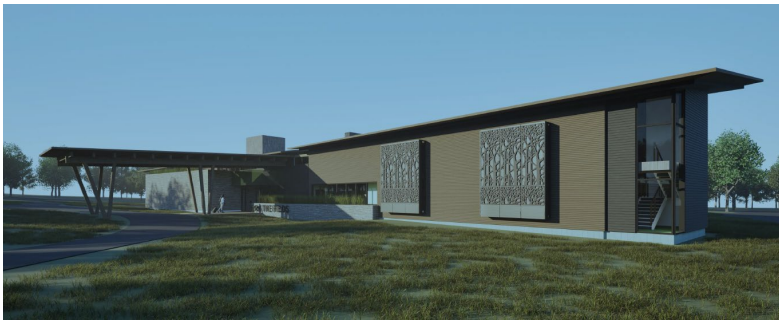
**The meeting closed at 5:28 p.m.**



**Report to the Board of Directors**  
**Bill Fioravanti, CEO**  
**December 2025**

**I. Key Item on the December 17<sup>th</sup> Board Meeting Agendas:**

- 1. Mountain Green Partners/Inn the Fields** – On November 20<sup>th</sup>, the IDA held a public hearing for this project at Warwick Town Hall and on Wednesday the applicant will be seeking final approval of their request for \$322,968 in sales tax exemption and a 10-year property tax abatement. As you recall, this is a Warwick-based husband and wife team seeking to develop a wedding and lodging venue on their 29-acre property. The first phase of the project, for which this application applies, will be the construction of a 24-room, approx. 15,000 square foot hotel building and renovations to an existing barn. Here is one of the renderings that were provided:



This \$7.46 million project is expected to create 21 new FTEs. This includes a general manager position at \$80-100,000/year, an assistant GM at \$60-75,000/year, a housekeeping manager at \$42-52,000/year and administrative staff at \$42-55,000/year. The remaining positions will be part-time staff for housekeeping, groundskeeping, events, kitchen/bar etc. The full-time positions will all include health benefits upon hire. While the owner is not able to provide on-site child care facilities at the onset, it is something they would consider in future years, if economically feasible.

The project will generate significant new property tax revenues for the Warwick Valley School District and for the Town of Warwick. As the PILOT schedule indicates, the total taxes generated over 10 years by the property in its current condition is estimated by the assessor and by the OC Real Property Dept at \$195,821. With a 10-year PILOT to induce the project, the taxes paid over that period would be \$711,177, which is nearly a \$520,000 increase. Upon expiration of the PILOT, the project would generate approximately \$140,000 in property tax revenue every year going forward.

In addition, the project would generate new sales tax and occupancy (bed) tax as a new lodging venue, event facility, restaurant and bar. As the Director of OC Tourism, Amanda Dana, explained at the public hearing, Warwick has a significant draw and this project will help turn day-trippers into overnight stays that will help multiply spending at local restaurants, shops, wineries, cideries and breweries. The applicant addressed this impact in their application:

**Page 13 – J, Economic Benefit to the community:**

Warwick has an extremely active and growing Agri-tourism industry. Many of our visitors come from NYC and Long Island as well as from neighboring counties and states.

INN THE FIELDS HOTEL will be an easy walk to Warwick's downtown business district. Our guests will patronize the many shops and eating and drinking establishments along main street. In addition to enhancing the viability of Warwick as a vacation destination, our presence will allow visitors to extend their day trips, resulting in more time and money being spent in the area and will help to support and increase employment at a myriad of different community businesses.

Visitors attending weddings and events at INN THE FIELDS will provide a source of new customers for local community businesses as we are very close in proximity to farm stands, wineries, breweries, orchards and cideries, a drive-in movie theater and a bowling alley.

Local companies offering catering, food trucks, party rental and equipment and other provisions will have new business opportunities from the newly created event space.

Additionally, INN THE FIELDS will create approximately 18 to 24 new local jobs at the hotel and approximately 50 construction jobs over the build out period.

As for potential environmental impacts, OCIDA will accept the planning board's SEQR declaration that the project will not have a significant adverse impact on the environment. All required environmental and archaeological studies were performed (Indiana bat, bog turtle, etc) with no impact concerns identified. It should be noted that the project would be built on an area that has already been cleared and for which a driveway already exists. The project plans to be highly energy-efficient, including an all-electric HVAC. Also, the project does not expect to require additional local services, including medical and public safety, though such expenses would be offset by an increase in special district taxes for ambulance and fire.

The project has also received consistent local support. The applicant stated that they have received no criticism of the project through the entire planning board approval project, adding that most residents recognize and are vocal about lack of lodging in the area. While Town Supervisor Jesse Dwyer was clear that he and the Town Board are neutral on the subject of incentives, they are very supportive of the project and see it as a substantial benefit to the Town of Warwick and to the surrounding area.

*The Authorizing Resolution, the 10-year PILOT schedule, 485b schedule and our Cost-Benefit Analysis are included in this packet; you received the public hearing transcript via separate email earlier this week.*

## II. Recent Meetings and Presentations

- Presented to **OC Legislature's Education & Economic Development Committee (E&E)** meeting on 11/17 in Goshen.
- Attended Independent Research Agenda brainstorm **Zoom for HV Pattern for Progress** on 11/18.
- Toured **EPA Brownfield Study site** with OC officials, Scenic Hudson in City of Newburgh on 11/21.
- Attended **Construction Contractors Association** holiday event in Newburgh on 12/1.
- Attended **Orange County Partnership** annual event in Town of Wallkill on 12/2.
- Attended **Pattern for Progress's Across the Aisle panel discussion** with state elected officials in Poughkeepsie on 12/4.
- Attended **E&E Committee meeting for nomination of two OCIDA/OCFC Board appointments** in Goshen on 12/8.
- Meeting with **CEO of Ulster County IDA** in New Paltz on 12/11.
- Attending **HVEDC leadership presentation** in New Paltz on 12/11.
- Conducted several **phone and virtual interviews** about Amazon project with MidHudsonNews.com, News 12, Albany Times Union, and local weekly publications.

##

## **AUTHORIZING RESOLUTION**

Regarding the Authorization of the  
Orange County Industrial Development Agency  
With  
Mountain Green Partners LLC Project

**WHEREAS**, the Orange County Industrial Development Agency (the "Agency") is authorized under the laws of the State of New York, and in particular under the provisions of the New York State Industrial Development Agency Act and the Agency's enabling legislation, respectively constituting Article 18A and Section 912 of the General Municipal Law (Chapter 24 of the Consolidated Laws of New York), as amended (the "Act"), to assist in providing civic facilities for the use or benefit of the general public; and

**WHEREAS**, the Agency proposes to assist Mountain Green Partners LLC (together with the applicant and other project sponsor or any related legal entity, if different, the "Company") in financing a proposed project consisting of construction and redevelopment of an underutilized property, to be used as a hotel and administrative offices, located at 5 Hathorn Road, Warwick, New York (the "Premises") as well as the acquisition and installation of new equipment, fixtures and furnishings, in the Town of Warwick, Orange County, New York (collectively with the Premises, the "Project") by entering into a Straight Lease transaction; and

**WHEREAS**, in connection with the Straight Lease transaction, the Company, as lessor, proposes to lease to the Agency, as lessee, pursuant to a head lease agreement (the "Head Lease"), the site on which the Project will be located and any renovations and improvements to be constructed thereon and fixtures, furnishings and equipment to be located therein; and

**WHEREAS**, the Agency, as lessor, proposes to lease back to the Company, as lessee, pursuant to a lease agreement (the "Lease Agreement"), the Premises described in the Head Lease, and any renovations and improvements to be constructed thereon and fixtures, furnishings and equipment to be located therein; and

**WHEREAS**, the Agency will provide financial assistance to the Company in the form of an exemption from sales taxes in connection with the Project in the amount of up to \$322,968.00 for qualified expenditures of up to \$3,975,000.00; and

**WHEREAS**, the Agency and the Company intend to enter into a payment in lieu of taxes agreement ("PILOT Agreement") for the payment of taxes on the Premises; and

**WHEREAS**, in order to provide financial assistance to the Company for the Project, the Agency intends to enter into the Head Lease, the Lease Agreement, a PILOT Agreement and a sales tax letter (the "Sales Tax Letter") and other related documents with the Agency (collectively the "Project Documents"); and

**WHEREAS**, based on the application to the Agency for financial assistance (the "Application for Financial Assistance") the Company represented to the Agency that the Project



is expected to maintain and increase employment in the Town of Warwick, County of Orange and State of New York by eleven (11) new full-time jobs and ten (10) new part-time jobs within three (3) years of completion of construction and has made additional factual representations concerning themselves and the Project which the Agency is relying upon in adopting this resolution; and

**WHEREAS**, the Agency has made certain findings and determinations in its inducement resolution regarding the Project adopted on September 25, 2025, which by this reference are adopted and confirmed as though made on the date hereof;

**NOW, THEREFORE**, be it resolved by the Orange County Industrial Development Agency as follows:

Section 1. To accomplish the purposes of the Act, the Agency determined that the Project will be located in the Town of Warwick, New York, and will consist of the construction and redevelopment of an underutilized property, to be used as a hotel and administrative offices, located at 5 Hathorn Road, Warwick, New York. Based upon the representations contained in the Application for Financial Assistance, the Project is expected to create eleven (11) new full-time jobs and ten (10) new part-time jobs within three (3) years.

Section 2. The Agency hereby approves financial assistance for the Project in the form of exemptions from state and local sales tax on materials, services and equipment used in the construction, renovation and equipping of the Project, in an aggregate amount not to exceed \$322,968.00 for qualified purchases of up to \$3,975,000.00. The Agency shall appoint the Company as the Agency's agent for purposes of acquiring, constructing and equipping the Project.

Section 3. Any Authorized Representative of the Agency is hereby authorized to execute, acknowledge and deliver the Head Lease, the Lease Agreement, PILOT Agreement, the Sales Tax Letter and other Project Documents, as may be approved by the executing party. The execution of any such Project Documents by the duly authorized executing party shall constitute conclusive evidence of any approval by this Section. The Authorized Representative of the Agency is hereby authorized to affix the seal of the Agency on any of the foregoing agreements and attest the same.

Section 4. Any Authorized Representative of the Agency is authorized to execute, acknowledge and deliver a Payment In Lieu of Taxes Agreement (the "PILOT Agreement"), if agreement is reached thereon, with such changes, insertions and omissions as may be approved by the Authorized Representative. The execution thereof by an Authorized Representative will be conclusive evidence of any approval by this Section.

Section 5. Any Authorized Representative of the Agency is hereby authorized and directed for and in the name and on behalf of the Agency to do all acts and things required or provided for in connection with the execution of all Project Documents and to execute and deliver all such Project Documents, additional certificates, instruments and documents, pay all such fees, charges and expenses and to do all such further acts and things as may be necessary, or in the opinion of the officer, employee or agent acting, desirable and proper to effect the

purposes of this resolution and to cause compliance by the Agency with the terms, covenants and provisions of the Head Lease, the Lease Agreement, or any other Project Documents.

Section 6. The Chairman, any member of the Board of Directors, and the Executive Director of the Agency (as used in this resolution, the "Authorized Representatives") are each hereby authorized and directed to execute and deliver all Project Documents with respect to the property comprising the Project in such form as deemed reasonable or necessary.

Section 7. All covenants, stipulations, obligations and agreements of the Agency contained in this resolution, the Head Lease, the Lease Agreement, or any other Project Document shall be deemed to be the covenants, stipulations, obligations and agreements of the Agency to the full extent authorized or permitted by law, and such covenants, stipulations, obligations and agreements shall be binding upon the Agency and its successors from time to time and upon any board or body to which any powers or duties, affecting such covenants, stipulations, obligations and agreements shall be transferred by or in accordance with law. Except as otherwise provided in this resolution, all rights, powers and privileges conferred and duties and liabilities imposed upon the Agency or the members thereof by the provisions of this resolution, the Head Lease, the Lease Agreement, or any other Project Documents shall be exercised or performed by the Agency or by such members, officers, board or body as may be required by law to exercise such powers and to perform such duties.

Section 8. No covenant, stipulation, obligation or agreement contained in this resolution, the Head Lease, the Lease Agreement, the Mortgage or any other Project Documents shall be deemed to be a covenant, stipulation, obligation or agreement of any member, officer, agent or employee of the Agency or the County of Orange in their individual capacity and neither the members of the Agency nor any officer shall be subject to any personal liability or accountability by reason of the execution thereof.

Section 9. The Agency further determines that it is not the lead agency with respect to the Project under the New York State Environmental Quality Review Act ("SEQRA"), and that any determination thereunder as to the necessity of preparing an environmental impact statement shall be made by such lead agency. The actions taken hereunder shall be subject in all respect to compliance with SEQRA prior to any final action being taken by the Agency.

Section 10. The law firm of Bleakley Platt & Schmidt LLP is hereby appointed counsel to the Agency for this Straight Lease transaction.

*[INTENTIONALLY LEFT BLANK]*

Adopted: \_\_\_\_\_, 2025

Motion made by \_\_\_\_\_; seconded by \_\_\_\_\_

VOTE:

<b>Jeffrey D. Crist</b> – Chairman	AYE _____	NAY _____
<b>Dean Tamburri</b> - Vice Chairman	AYE _____	NAY _____
<b>Vincent Odock</b> – Secretary	AYE _____	NAY _____
<b>Marc Greene</b> - Board Member	AYE _____	NAY _____
<b>Linda Muller</b> - Board Member	AYE _____	NAY _____
<b>Giovanni Palladino</b> - Board Member	AYE _____	NAY _____
<b>Susan Walski</b> - Board Member	AYE _____	NAY _____

CERTIFIED to be a true and correct copy of the resolution adopted on \_\_\_\_\_, 2025  
by the Members of the Board of the Orange County Industrial Development Agency.

ORANGE COUNTY INDUSTRIAL  
DEVELOPMENT AGENCY

By: \_\_\_\_\_  
Name: William Fioravanti  
Title: Chief Executive Officer

Mountain Green Partners/Inn the Fields  
5 Hathorn Rd

Warwick 43-1-28

10 Year PILOT estimate	Existing	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Full Taxation
Proposed Total Assessed Value	497,700	497,700	497,700	497,700	497,700	497,700	497,700	497,700	497,700	497,700	497,700	497,700
Existing Land Assessed Value	\$31,100	31,100	31,100	31,100	31,100	31,100	31,100	31,100	31,100	31,100	31,100	31,100
Proposed Land Assessed Value		466,600	466,600	466,600	466,600	466,600	466,600	466,600	466,600	466,600	466,600	466,600
Existing Improvements Assessed Value	\$46,100	46,100	46,100	46,100	46,100	46,100	46,100	46,100	46,100	46,100	46,100	46,100
Assessed Value for PILOT	420,500	420,500	420,500	420,500	420,500	420,500	420,500	420,500	420,500	420,500	420,500	420,500
PILOT Exemption Percent	100%	90%	90%	80%	70%	60%	50%	40%	30%	20%	10%	0%
PILOT Exemption Amount	-420,500	-378,450	-378,450	-336,400	-294,350	-252,300	-210,250	-168,200	-126,150	-84,100	-42,050	0
% of added value	0%	10%	10%	20%	30%	40%	50%	60%	70%	80%	90%	100%
Amount of added value	0	42,050	119,250	84,100	126,150	168,200	210,250	252,300	294,350	336,400	378,450	420,500
Taxable Assessed Value for PILOT	\$77,200	77,200	119,250	161,300	203,350	245,400	287,450	329,500	371,550	413,600	455,650	497,700

Estimated PILOT Calculations												
	**Tax Rates - 2025											
	Factor	1.0000	1.0200	1.0404	1.0612	1.0824	1.1041	1.1262	1.1487	1.1717	1.1951	Totale 10 Years
COUNTY	24.05671	\$1,857.18	\$2,326.14	\$4,037.11	\$5,191.36	\$6,390.16	\$7,634.83	\$8,926.74	\$10,267.26	\$11,657.84	\$13,099.94	\$71,888.55
TOWN	7.365587	\$568.62	\$895.91	\$1,236.07	\$1,589.47	\$1,956.51	\$2,337.60	\$2,733.15	\$3,143.59	\$3,569.35	\$4,010.89	\$22,041.17
OPEN SPACE PDR	0.591832	\$45.69	\$71.99	\$99.32	\$127.72	\$157.21	\$187.83	\$219.61	\$252.59	\$286.80	\$322.28	\$1,771.03
HIGHWAY	9.112695	\$703.50	\$1,108.42	\$1,529.26	\$1,966.49	\$2,420.59	\$2,892.08	\$3,381.45	\$3,889.25	\$4,416.00	\$4,962.26	\$27,269.30
PART TOWN	7.872136	\$607.73	\$957.53	\$1,321.07	\$1,698.78	\$2,091.07	\$2,498.36	\$2,921.12	\$3,359.78	\$3,814.82	\$4,286.72	\$23,556.99
WARWICK CSD	169.89196	\$13,115.66	\$20,664.81	\$28,510.68	\$36,662.12	\$45,128.21	\$53,918.28	\$63,041.90	\$72,508.90	\$82,329.36	\$92,513.64	\$508,393.56
LIBRARY TAX	4.41114	\$340.54	\$536.55	\$740.26	\$951.91	\$1,171.73	\$1,399.95	\$1,636.84	\$1,882.65	\$2,137.63	\$2,402.06	\$13,200.13
LIBRARY BUILDING	1.04095	\$60.36	\$126.62	\$174.69	\$224.63	\$276.51	\$330.36	\$386.27	\$444.27	\$504.44	\$566.64	\$3,114.99
Tax Rates Subject to PILOT												
PILOT w/o Special Districts												
Special Districts***												
WARWICK AMBULANCE	1.510128	\$751.59	\$766.62	\$781.95	\$797.59	\$813.55	\$829.82	\$846.41	\$863.34	\$880.61	\$898.22	\$8,229.71
WARWICK FIRE	5.800629	\$2,886.97	\$2,944.71	\$3,003.61	\$3,063.68	\$3,124.95	\$3,187.45	\$3,251.20	\$3,316.22	\$3,382.55	\$3,450.20	\$31,611.55
Total Tax Rates Inc Special Districts	231.653767	\$20,957.85	\$30,995.30	\$41,434.03	\$52,273.75	\$63,530.48	\$75,216.57	\$87,344.69	\$99,927.85	\$112,979.40	\$126,513.05	\$711,176.98
PILOT plus Special Districts												\$140,542.84

Estimated Full Taxes w/out PILOT Exemption												
Total Tax Rates Inc Special Districts	231.653767	\$115,294.08	\$117,599.96	\$119,951.96	\$122,351.00	\$124,798.02	\$127,293.98	\$129,839.86	\$132,436.66	\$135,085.39	\$137,787.10	\$1,262,438.01
Estimated Savings with PILOT Exemption												
Total Taxes - PILOT plus Special Districts		\$94,336.23	\$86,600.66	\$78,517.93	\$70,077.25	\$61,267.54	\$52,077.41	\$42,495.17	\$32,508.90	\$22,105.99	\$11,274.05	\$0.00
Taxes w/out project (as existing)												
Existing Land & Improved Assessments X Total Tax Rates		\$17,883.68	\$18,241.35	\$18,606.18	\$18,978.30	\$19,357.87	\$19,745.03	\$20,139.93	\$20,542.72	\$20,953.58	\$21,372.65	\$195,821.29
												\$21,800.10

Grand Total of Savings 10 Yrs\*\*  
Grand Total of PILOT Paid 10 Yrs\*\*  
Grand Total w/out PILOT 10 Yrs

Grand Total w/out project ("As Is") 10 Yrs  
Difference Between PILOT and As Is value

Assumptions				Market Value	Assessed Value
Estimated Value of Proposed Improvements*	15,000	SF Hotel, 24 Rooms, pool, well, septic, etc.		\$5,005,952	x 2025 Eq Rate
Value of Existing Improvements	29.30	House, Barn		\$948,810	x 2025 Eq Rate
Land Value		Acres		\$370,238	x 2025 Eq Rate
				\$5,925,000	

\* Subject to assessor's final numbers  
\*\*Please note: Estimated taxes are calculated using 2025/26 School, 2025 County/Town rates  
\*\*\*Does not include recycling charges, which are a unit charge that has to be paid regardless of any exemption. For 2025 it was 102.435504 per residence. The project has one residence, which is an annual charge of \$102.44 at this time.  
Tax rates increase:  
PILOT pays full Fire district taxes

\*\*SUBJECT TO FINAL REVIEW OF PLANS & IDA APPLICATION

Mountain Green Partners/Inn the Fields

Warwick 43-1-28	Existing	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Full Taxation
485b Estimate												Year 11
Proposed Total Assessment		497,700	497,700	497,700	497,700	497,700	497,700	497,700	497,700	497,700	497,700	497,700
Land Value	\$31,100	31,100	31,100	31,100	31,100	31,100	31,100	31,100	31,100	31,100	31,100	31,100
Existing Improved Value	<u>\$46,100</u>	46,100	46,100	46,100	46,100	46,100	46,100	46,100	46,100	46,100	46,100	46,100
Proposed Improved Assessed Value		420,500	420,500	420,500	420,500	420,500	420,500	420,500	420,500	420,500	420,500	420,500
485b Exemption Percent		50%	45%	40%	35%	30%	25%	20%	15%	10%	5%	0%
485b Exemption Amount		-210,250	-189,225	-168,200	-147,175	-126,150	-105,125	-84,100	-63,075	-42,050	-21,025	0
Percent of added value		50%	55%	60%	65%	70%	75%	80%	85%	90%	95%	100%
Taxable Value of New Improvements		\$210,250	\$231,275	\$252,300	\$273,325	\$294,350	\$315,375	\$336,400	\$357,425	\$378,450	\$399,475	\$420,500
Land & Existing Improved Value	\$77,200	<u>\$77,200</u>	<u>\$77,200</u>	<u>\$77,200</u>	<u>\$77,200</u>	<u>\$77,200</u>	<u>\$77,200</u>	<u>\$77,200</u>	<u>\$77,200</u>	<u>\$77,200</u>	<u>\$77,200</u>	<u>\$77,200</u>
Taxable Assessed Value for 485b		\$287,450	\$308,475	\$329,500	\$350,525	\$371,550	\$392,575	\$413,600	\$434,625	\$455,650	\$476,675	\$497,700

<b>Estimated 485b Calculations</b>												
<b>**Tax Rates - 2025</b>												
COUNTY	Factor	1.0000	1.0200	1.0404	1.0612	1.0824	1.1041	1.1262	1.1487	1.1717	1.1951	Total 10 Years
TOWN	24.05671	\$6,915.10	\$7,569.31	\$8,246.92	\$8,948.61	\$9,675.07	\$10,427.01	\$11,205.15	\$12,010.25	\$12,843.07	\$13,704.40	\$101,544.92
OPEN SPACE PDR	7.365587	\$2,117.24	\$2,317.54	\$2,525.01	\$2,739.85	\$2,962.27	\$3,192.50	\$3,430.75	\$3,677.25	\$3,932.24	\$4,195.96	\$31,090.62
HIGHWAY	0.591832	\$170.12	\$186.22	\$202.89	\$220.15	\$238.02	\$256.52	\$275.66	\$295.47	\$315.96	\$337.15	\$2,498.16
PART TOWN	9.112695	\$2,619.44	\$2,867.26	\$3,123.94	\$3,389.74	\$3,664.92	\$3,949.76	\$4,244.52	\$4,549.49	\$4,864.96	\$5,191.24	\$38,465.27
WARWICK AMBULANCE	7.872136	\$2,262.85	\$2,476.92	\$2,698.66	\$2,928.28	\$3,166.00	\$3,412.06	\$3,666.69	\$3,930.14	\$4,202.67	\$4,484.53	\$33,228.79
WARWICK CSD	1.510128	\$434.09	\$475.15	\$517.69	\$561.74	\$607.34	\$654.54	\$703.39	\$753.93	\$806.21	\$860.28	\$6,374.35
WARWICK TAX	169.89196	\$48,835.45	\$53,455.57	\$58,240.97	\$63,196.40	\$68,326.75	\$73,637.04	\$79,132.41	\$84,818.14	\$90,699.64	\$96,782.48	\$717,124.86
LIBRARY TAX	4.41114	\$1,267.98	\$1,387.94	\$1,512.19	\$1,640.86	\$1,774.06	\$1,911.94	\$2,054.62	\$2,202.25	\$2,354.96	\$2,512.90	\$18,619.70
LIBRARY BUILDING	1.04095	<u>\$299.22</u>	<u>\$327.53</u>	<u>\$356.85</u>	<u>\$387.21</u>	<u>\$418.65</u>	<u>\$451.18</u>	<u>\$484.85</u>	<u>\$519.69</u>	<u>\$555.73</u>	<u>\$593.00</u>	<u>\$4,393.92</u>
Taxes w/o Fire District	225.853138	\$64,921.49	\$71,063.45	\$77,425.12	\$84,012.84	\$90,833.09	\$97,892.55	\$105,198.05	\$112,756.62	\$120,575.45	\$128,661.93	\$953,340.58
<b>Not Subject to 485b Exemption</b>												
<b>Special Districts***</b>												
WARWICK FIRE	5.800629	<u>\$2,886.97</u>	<u>\$2,944.71</u>	<u>\$3,003.61</u>	<u>\$3,063.68</u>	<u>\$3,124.95</u>	<u>\$3,187.45</u>	<u>\$3,251.20</u>	<u>\$3,316.22</u>	<u>\$3,382.55</u>	<u>\$3,450.20</u>	\$31,611.55
Total Tax Rates	231.653767											
Taxes w/485b plus Special Districts		<b>\$67,808.46</b>	<b>\$74,008.16</b>	<b>\$80,428.73</b>	<b>\$87,076.52</b>	<b>\$93,958.04</b>	<b>\$101,080.00</b>	<b>\$108,449.25</b>	<b>\$116,072.84</b>	<b>\$123,958.00</b>	<b>\$132,112.13</b>	<b>\$984,952.13</b>
<b>\$140,542.84</b>												

Full Taxes w/out 485b Exemption \$115,294.08 \$117,599.96 \$119,951.96 \$122,351.00 \$124,798.02 \$127,293.98 \$129,839.86 \$132,436.66 \$135,085.39 \$137,787.10 \$1,262,438.01 \$140,542.84

Savings attributable to 485b \$47,485.62 \$43,591.80 \$39,523.23 \$35,274.48 \$30,839.98 \$26,213.98 \$21,390.61 \$16,363.81 \$11,127.39 \$5,674.97 \$277,485.87 \$0.00

Total Taxes w/485b plus Special Districts 10 Yrs	\$984,952
Total Taxes w/out 485b 10 Yrs	<u>\$1,262,438</u>
Difference of 485b	<u>\$277,486</u>

Assumptions	Market Value	Assessed Value
Estimated Value of Proposed Improve 15,000	SF Hotel, 24 Rooms, pool, well, septic, etc.	\$420,500
Value of Existing Improvements	House, Barn	\$46,100
Land Value	Acres	<u>\$31,100</u>
	29.30	\$497,700

\* Subject to assessor's final numbers

\*\*Please note: Estimated taxes are calculated using 2025/26 School, 2025 County/Town rates

\*\*\*Does not include recycling charges, which are a unit charge that has to be paid regardless of any exemption. For 2025 it was 102.435504 per residence. The project has one residence, which is an annual charge of \$102.44 at this time.

Tax rates increase: 2.0% Per Year

485b exemption does not apply to Fire District. All other charges apply.

**\*SUBJECT TO FINAL REVIEW OF PLANS & IDA APPLICATION\***

# Orange County Industrial Development Agency

## MRB Cost Benefit Calculator

Date November 17, 2025  
Project Title Mountain Green Partners LLC  
Project Location 5 Hathorn Rd. Warwick, NY



## Economic Impacts

Summary of Economic Impacts over the Life of the PILOT

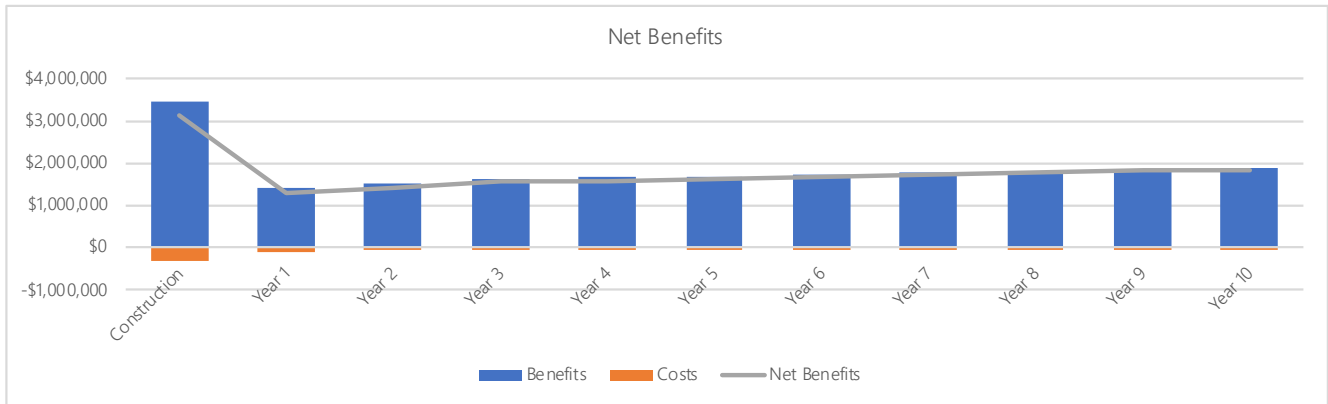
### Project Total Investment

\$7,460,000

Temporary (Construction)			
	Direct	Indirect	Total
Jobs	27	13	40
Earnings	\$2,443,680	\$813,006	\$3,256,687
Local Spend	\$6,341,000	\$2,742,317	\$9,083,317

Ongoing (Operations)			
Aggregate over life of the PILOT			
	Direct	Indirect	Total
Jobs	21	9	30
Earnings	\$14,926,061	\$10,251,020	\$25,177,081

Figure 1



Net Benefits chart will always display construction through year 10, irrespective of the length of the PILOT.

Figure 2

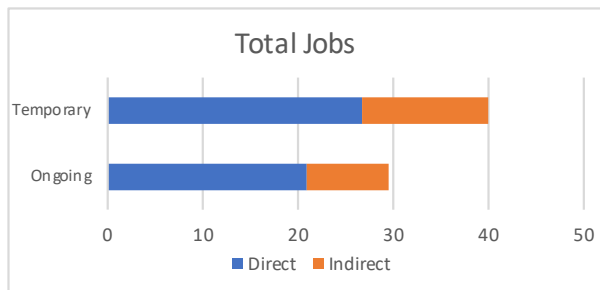
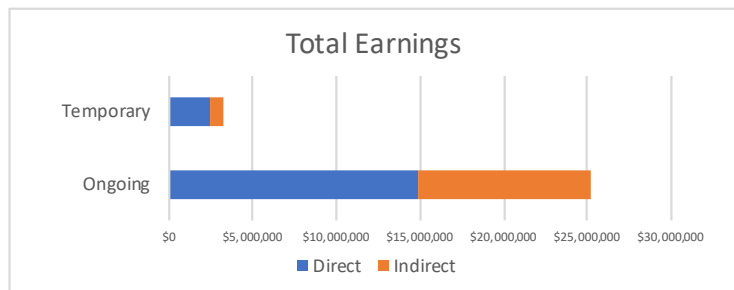


Figure 3



Ongoing earnings are all earnings over the life of the PILOT.

## Fiscal Impacts

### Estimated Costs of Exemptions

	Nominal Value	Discounted Value*
Property Tax Exemption	\$551,271	\$508,685
Sales Tax Exemption	\$322,968	\$322,968
Local Sales Tax Exemption	\$150,718	\$150,718
State Sales Tax Exemption	\$172,250	\$172,250
Mortgage Recording Tax Exemption	\$0	\$0
Local Mortgage Recording Tax Exemption	\$0	\$0
State Mortgage Recording Tax Exemption	\$0	\$0
<b>Total Costs</b>	<b>\$874,239</b>	<b>\$831,653</b>

### State and Local Benefits

	Nominal Value	Discounted Value*
<b>Local Benefits</b>	<b>\$29,123,278</b>	<b>\$25,232,587</b>
<b>To Private Individuals</b>	<b>\$28,433,767</b>	<b>\$24,635,369</b>
Temporary Payroll	\$3,256,687	\$3,256,687
Ongoing Payroll	\$25,177,081	\$21,378,682
Other Payments to Private Individuals	\$0	\$0
<b>To the Public</b>	<b>\$689,511</b>	<b>\$597,218</b>
Increase in Property Tax Revenue	\$515,354	\$446,327
Temporary Jobs - Sales Tax Revenue	\$19,947	\$19,947
Ongoing Jobs - Sales Tax Revenue	\$154,210	\$130,944
Other Local Municipal Revenue	\$0	\$0
<b>State Benefits</b>	<b>\$1,478,556</b>	<b>\$1,281,039</b>
<b>To the Public</b>	<b>\$1,478,556</b>	<b>\$1,281,039</b>
Temporary Income Tax Revenue	\$146,551	\$146,551
Ongoing Income Tax Revenue	\$1,132,969	\$962,041
Temporary Jobs - Sales Tax Revenue	\$22,797	\$22,797
Ongoing Jobs - Sales Tax Revenue	\$176,240	\$149,651
<b>Total Benefits to State &amp; Region</b>	<b>\$30,601,834</b>	<b>\$26,513,626</b>

### Benefit to Cost Ratio

	Benefit*	Cost*	Ratio
Local	\$25,232,587	\$659,404	38:1
State	\$1,281,039	\$172,250	7:1
<b>Grand Total</b>	<b>\$26,513,626</b>	<b>\$831,653</b>	<b>32:1</b>

\*Discounted at 2%

### Additional Comments from IDA

0

Does the IDA believe that the project can be accomplished in a timely fashion?

Yes



1 THE ORANGE COUNTY INDUSTRIAL DEVELOPMENT AGENCY  
2 STATE OF NEW YORK

-----x

3 In The Matter of

4 Re: MOUNTAIN GREEN PARTNERS LLC

-----x

6 November 20, 2025  
7 11:00 a.m.  
8 Town of Warwick Town Hall  
9 132 Kings Highway  
10 Warwick, New York 10990

9

10

11

12 B E F O R E: WILLIAM FIORAVANTI  
13 CEO OCNYIDA

13

14

15

16

17

18

19

20

21

22

23

24

25

FRANCES ROTH  
Court Stenographer  
168 North Drury Lane  
Newburgh, New York 12550  
Telephone (845) 566-1641

1

2   A P P E A R A N C E S:

3

4   WILLIAM FIORAVANTI

CEO OCNYIDA

5   4 Crotty Lane

New Windsor, New York 12553

6

Kelly Reilly

7   Project Manager

8

9

10

11

12

13

14

15

16

17

18

19

20

21

22

23

24

25

## MOUNTAIN GREEN PARTNERS LLC

1 MR. FIORAVANTI: This is a public hearing  
2 for the Orange County IDA for the matter of  
3 incentives being considered for Mountain Green  
4 Partners LLC. It is 11:05 a.m. now, today,  
5 Wednesday, November 20th, thanks for everyone  
6 that's here in person and those that are joining  
7 us online. We're going to actually start by  
8 giving the Pledge of Allegiance if we could  
9 please.

10 (Whereupon, the Pledge of Allegiance was  
11 recited.)

12 MR. FIORAVANTI: Thank you. I'm just going  
13 to go through attendance. Myself, I'm Bill  
14 Fioravanti, C.E.O. of the Orange County IDA, also  
15 our Director of Administration, Kelly Reilly is  
16 with us, our stenographer, Miss Frances Roth. We  
17 also have in attendance our Town Supervisor,  
18 Mr. Jesse Dwyer, thanks for joining us, the  
19 applicant, Mr. Steven Sullivan, his counsel, Mr.  
20 Robert Krahulik. And we have two guests from the  
21 Orange County Department of Tourism and Film, Ms.  
22 Amanda Dana, the Director, and Rachel Carr, thank  
23 you for being here as well. That's everyone in  
24 person. Just to let you know how this will run,  
25 it's very simple, I'm going to start by reading<sub>19</sub>

## MOUNTAIN GREEN PARTNERS LLC

1 the notice of public hearing that was put out, it  
2 was advertised in the paper, it's been on our  
3 website for weeks now, we'll go through that and  
4 then we will open the floor to comments. In  
5 addition to public comments we'll receive today  
6 we're going to accept written comments to the IDA  
7 directed and addressed to the IDA until  
8 Wednesday, December 10th at 5:00 p.m. so if there  
9 are any additional comments from the public we  
10 will accept those at the IDA. So I'm going to  
11 start with the notice of public hearing and then  
12 we'll ask the applicant to give a brief  
13 presentation overview of the project itself.  
14 Notice is hereby given that a public hearing  
15 pursuant to Article 18-A of the New York State  
16 Municipal Law will be held by the Orange County  
17 Industrial Development Agency, known as the  
18 Agency, on November 20, 2025 at 11:00 a.m. at the  
19 Warwick Town Hall, 132 King's Highway, Warwick,  
20 New York 10990. The public hearing will concern  
21 the Agency's providing financial assistance for a  
22 project more fully described below. Mountain  
23 Green Partners LLC, known as the Applicant, has  
24 requested that the Agency provide financial  
25 assistance for a proposed project in the Town of

## MOUNTAIN GREEN PARTNERS LLC

Warwick, New York, consisting of construction and redevelopment of an underutilized property located at 5 Hathorn Road, Warwick, New York, known as the Premises in the Town of Warwick, collectively known as the Project. The estimated cost of the Project is approximately \$7,460,000. The Project will include the construction and redevelopment of the premises to be used as a hotel and administrative office for the acquisition of machinery and equipment related thereto. The requested financial assistance will include (i) the providing of an exemption from sales tax up to \$322,968 for amounts expended for the renovation, furnishing and equipping of the facility for expenditures up to \$3,975,000; and (ii) payment in lieu of tax benefits, known as the PILOT, in amounts to be established. Copies of the Applicant's application for financial assistance, including an analysis of the costs and benefits of the proposed project, will be available for review by interested persons from the date of the publication of this notice to the date of the public hearing for the Project at the offices of the Agency at 4 Crotty Lane, Suite 100, New Windsor, New York 12553 during normal

## MOUNTAIN GREEN PARTNERS LLC

1 business hours upon reasonable notice to the  
2 Agency. The telephone phone number of the Agency  
3 is (845)220-2208. The Agency will at the above  
4 stated time and place hear all persons with views  
5 in favor of or opposed to the providing of the  
6 financial assistance described herein. A  
7 representative of the Agency will be at the  
8 above-stated time and place to hear oral comments  
9 and accept written comments from all persons with  
10 views in favor of or opposed to the granting of  
11 any of the foregoing financial assistance or the  
12 location or nature of the Project. This is dated  
13 October 20, 2025 by myself, William Fioravanti,  
14 Chief Executive Officer. So those are the  
15 details. At this time I'd like to ask the  
16 applicant, Mr. Steven Sullivan, if you'd provide  
17 a brief overview of the Project. We do have our  
18 camera here for the public but I want to make  
19 sure the audience can get a look as well, so if  
20 you can kind of Vanna White it for us for a  
21 little bit.

22 MR. SULLIVAN: Hello everybody, I'm Steve  
23 Sullivan, I'm the managing partner of Mountain  
24 Green Partners LLC which consists of my wife and  
25 I. We are proposing to build a 24 room hotel and

## MOUNTAIN GREEN PARTNERS LLC

1 resort concept just about a mile from here in the  
2 Town of Warwick on the other side of the village.  
3 This is a site plan of the hotel and the  
4 property. The hotel is located right here, we  
5 also as additional phases of the project, have  
6 cabins, pavilion, swimming pool, the swimming  
7 pool will actually be included in the first phase  
8 of the project so we're trying to present this  
9 project, build this project under the landscape  
10 resort type concept where you visit the site, you  
11 can stay for a day, you can stay for a week, we  
12 have 30 acres of, 30 acres that are very natural,  
13 it's a very bucolic setting, so you can spend  
14 time reading a book somewhere under a tree. We  
15 also have a barn that's available for, as a  
16 community center where you can relax in the barn,  
17 there's a fireplace there. The barn, the  
18 property, the hotel will also be available for  
19 events, local events, weddings, whatever type of  
20 event would be desirable. So we have as I  
21 mentioned 30 acres, it's set back behind the  
22 Warwick cemetery and the old stone house  
23 restaurant so we have two entrances, one entrance  
24 actually coming in about 1,800 feet and we will  
25 also construct an emergency access road so the 23

## MOUNTAIN GREEN PARTNERS LLC

1 property will be available for emergency  
2 vehicles, hopefully we'll never ever have to have  
3 that circumstance arise. But that's pretty much  
4 it in a nutshell, 24 rooms, we will have a small  
5 lounge in the center of the hotel. There will be  
6 a bar seating approximately eight people, we  
7 don't, our intention is not to have a full blown  
8 restaurant at this time but we will have food  
9 capability, continental breakfast, if we're going  
10 to serve alcohol which at some point we will be  
11 required also to have a limited menu of some sort  
12 so we will have a kitchen and it will be a nice  
13 place to relax.

14 MR. FIORAVANTI: Mr. Sullivan, one other  
15 thing if you would could you briefly summarize  
16 what you see as the advantages or the benefits of  
17 this project for the town, for the county,  
18 economic and otherwise?

19 MR. SULLIVAN: Sure. So initially we  
20 believe that we will employ on a temporary basis  
21 probably 50 construction jobs, within the first  
22 three years of the project we intend to employ  
23 close to 20 people part-time and full-time  
24 positions, we will have a full time general  
25 manager position, full time building maintenance



## MOUNTAIN GREEN PARTNERS LLC

1 and grounds, some part time people to fill in.  
2 If we're doing a lot of events which we certainly  
3 hope to that should be a good shot in the arm for  
4 the local businesses that supply things like  
5 tents and tables and all the flowers and things  
6 that go along with weddings and any type of event  
7 so that should be a good boost for those types of  
8 businesses. We're literally a five minute walk  
9 from the main street of the Village of Warwick so  
10 we anticipate that a lot of our guests will spend  
11 a lot of time in the Village of Warwick  
12 restaurants and shops. We're also just a five  
13 minute walk from several orchards and farms so  
14 that is a big part of our agra-tourism industry  
15 here in Warwick and literally people could walk  
16 to two orchards that are within a five minute  
17 walk. We have a farmstand, the neighboring  
18 farmer has a nice farmstand that would benefit  
19 from the hotel. Additionally, there are wineries  
20 and breweries within literally a five minute  
21 drive, ten minute drive around Warwick, they  
22 would all benefit. We don't currently have a  
23 hotel here in Warwick so a lot of people are just  
24 day trippers, we think that our project will  
25 convert many day trippers into weekenders and 25

## MOUNTAIN GREEN PARTNERS LLC

1 we're actually hoping that as we get established  
2 we become a destination type resort where you can  
3 bring your family for several days. So we think  
4 that it is a project that's long overdue for  
5 Warwick and I think we will be a big benefit to  
6 people in the community. Right now if you're  
7 having a wedding or God forbid a funeral or some  
8 sort of family event you need to bring people in  
9 from out of town there's really no place locally  
10 where you can spend time overnight so I think  
11 we're going to fill a need and help a lot of  
12 local businesses in the process.

13 MR. FIORAVANTI: Great, thank you. If you'd  
14 leave that still posted up there so one of our  
15 cameras can catch it, you can take your seat.  
16 Thanks for that overview for sure. And at this  
17 time we'll get right to public comment. If  
18 there's anyone that would like to make a comment  
19 please for the record please come on up. Please  
20 just state your name and title and give us your  
21 comments.

22 MS. DANA: My name is Amanda Dana, I'm  
23 Director of Tourism for Orange County. I'm here  
24 with my colleague, Rachel Carr. Steve, to repeat  
25 what you said about the need I'll go right into<sub>26</sub>

## MOUNTAIN GREEN PARTNERS LLC

1 the need. There is absolutely a need for this  
2 type of a facility and wonderful recreation in  
3 our Town of Warwick. The Town of Warwick is one  
4 of our top gems in Orange County for tourism. It  
5 attracts so many folks from all around the metro  
6 New York area, especially Connecticut, New Jersey  
7 and we know that, we see that, we want more  
8 visitors to come to the Town of Warwick and  
9 appreciate what we have. The one thing that has  
10 come up to us continuously whether it be through  
11 group travel or travel writers is that Warwick  
12 has a deficit of lodging and we feel that this  
13 type of a project is exactly what the town needs.  
14 And we have a case out there that we have talked  
15 about, Steve, that is a replica in a way of what  
16 you're trying to do that is called Wild Fire  
17 Farms, that's out in Gardiner. Now I say this  
18 because they took a chance with this model but  
19 it's been one of our top performing properties in  
20 the State of New York and that's right here in  
21 the Hudson Valley, the same type of concept that  
22 you're looking to do is exactly what was up  
23 there, yours does have the 24 room hotel, they  
24 have a hotel, they have their lodging. I'm  
25 looking forward to the second phase too by the 27

## MOUNTAIN GREEN PARTNERS LLC

1 way, this is specific to the hotel and pool, but  
2 the second phase I'm really excited about too.  
3 And just think about how many millions of people  
4 coming into the Hudson Valley coming here would  
5 absolutely enjoy this. And when we are saying  
6 convert the day trippers we really mean that,  
7 it's part of our mission in Orange County  
8 tourism. We have a lot of day trippers and we  
9 would like to convert them to overnights. People  
10 spend more money when they stay overnight in your  
11 villages, in your towns absolutely, it's been  
12 proven time and time again. So I stand here in  
13 favor as part of the county and the tourism  
14 office in favor of the benefits and I really hope  
15 you strongly consider moving this forward and  
16 accepting this package. Thank you.

17 MR. FIORAVANTI: Thanks very much.

18 SUPERVISOR DWYER: So I will make a comment.  
19 I'm Jesse Dwyer, Town Supervisor, Town of  
20 Warwick. As you know as well as Steve the town  
21 is taking a neutral position on granting the  
22 PILOT, we're neither opposing nor supporting the  
23 PILOT. But I do want to make it very clear that  
24 the town board very much supports the project and  
25 the concept for many of the reasons that you 28

## MOUNTAIN GREEN PARTNERS LLC

1           stated before, Town of Warwick does not have  
2           overnight accommodations or at least that many of  
3           them so we're sending a lot of tourists to  
4           Vernon, Chester and other places around  
5           Westchester maybe, they're not staying here for a  
6           weekend, they're not staying here for multiple  
7           days so they're spending that extra money  
8           elsewhere. We also don't want a big box hotel,  
9           nothing against Hampton Inn, but that's not what  
10          we want in Warwick, we want this boutique style  
11          hotel, we want this tucked away accommodation  
12          that's almost like a resort that you will not see  
13          from the road even though it will be a very  
14          charming and esthetically hotel it's not  
15          something that you'll see or ever know exists, it  
16          will be tucked away in the fields, right. So the  
17          town board is very much supportive of the project  
18          taking a neutral position on the PILOT, we look  
19          forward to receiving and reading public input  
20          that may be submitted over the next couple weeks  
21          as you keep open the public hearing and we'll  
22          take that into consideration. But overall Steve  
23          and his wife are local residents in the Town of  
24          Warwick, very much a part of our community, a  
25          part of our town, they have the best interests in

## MOUNTAIN GREEN PARTNERS LLC

1 mind for our town and we know that they're going  
2 to do a wonderful job with the project so we  
3 support them and this project fully.

4 MR. FIORAVANTI: Thank you, Mr. Supervisor,  
5 appreciate that. Any other public comment at  
6 this time? It is 11:20, I don't know that we're  
7 going to get too many others coming in at this  
8 point so I think if that's it I think we're going  
9 to close this public hearing at this time, 11:20,  
10 today on Wednesday, the 20th for Mountain Green  
11 Partners LLC. I do want to remind everyone  
12 especially the public if you're tuning in via  
13 livestream that all the comments relating to this  
14 project, the application, this notice, anything  
15 that the board is going to see or consider, the  
16 transcript of this hearing will be available on  
17 the IDA's website, of course we're the Orange  
18 County New York IDA so it's OCNYYIDA.COM, you go  
19 to our home page and select the project tab  
20 you'll be able to view, this is under the  
21 corporate name here, the company LLC name of  
22 Mountain Green Partners LLC, it's also we'll say  
23 Inn the Fields which is what the project will be  
24 known as, so you'll find all the information  
25 there. If you have any questions that you're not

## MOUNTAIN GREEN PARTNERS LLC

1 finding something contact our office, the phone  
2 number is (845)234-4192, you can call us, you can  
3 e-mail us, we'll answer any questions you have.  
4 Again, we're going to leave the availability for  
5 additional public comment on this matter open  
6 until December 10th, Wednesday the 10th at  
7 5:00 p.m. so just send that to the IDA as well at  
8 that time. We consider this public hearing  
9 closed. Thank you all for coming, have a great  
10 day.

11  
12  
13  
14 (Proceedings concluded at 11:20 a.m.)

15  
16 \*\*\*\*\*  
17  
18  
19  
20  
21  
22  
23  
24  
25

## C-E-R-T-I-F-I-C-A-T-I-O-N

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25

I, FRANCES ROTH, a Stenographic Reporter and Notary Public  
of the State of New York, do hereby certify:

That the foregoing is an accurate record of the testimony,  
as given, to the best of my knowledge and belief, the same  
having been stenographically recorded by me and transcribed  
under my supervision.

That I am not related to any of the parties involved in  
this matter, and that I have no personal interest  
whatsoever in the outcome thereof.

A handwritten signature in cursive script, appearing to read 'Frances Roth', written over a horizontal line.

FRANCES ROTH



Orange County Industrial Development Agency  
Budget vs. Actuals: FY 2025 - FY25 P&L  
November, 2025

	Sep 2025				Oct 2025				Nov 2025				Total			
	Actual	Budget	over Budget		Actual	Budget	over Budget		Actual	Budget	over Budget		Actual	Budget	over Budget	
Income																
40000 Application Fee	2,500.00	833.33	1,666.67		2,500.00	833.33	1,666.67		17,500.00	833.33	9,166.63		17,500.00	9,166.63	8,333.37	
40300 Closing Fees		100,833.33	-100,833.33			100,833.33	-100,833.33			100,833.33	-100,833.33			1,109,166.63	-1,097,791.63	
40400 IDA Administrative Fees		250.00	-250.00			250.00	-250.00		2,500.00	250.00	2,250.00		15,000.00	2,750.00	12,250.00	
42500 Other Income		58,333.33	-58,333.33		4,283.50	58,333.33	-54,049.83		58,333.33	58,333.33	-58,333.33		5,000.00	641,666.63	-637,383.13	
43000 Pass Thru Legal Fees		0.00	0.00		2,500.00	2,500.00	0.00		7,793.84	9,332.33	-1,538.49		76,594.56	102,655.63	-26,061.07	
45000 Management Fee Income	6,844.58	9,332.33	-2,487.75		7,412.12	9,332.33	-1,920.21		34,901.77	11,250.00	23,651.77		62,328.63	123,750.00	-61,421.37	
46000 EPA Brownfield Assess Rev.	1,959.36	11,250.00	-9,290.64		137,611.31	11,250.00	126,361.31		67.93	11,250.00	-11,182.07		549,959.75	123,750.00	426,209.75	
48000 Interest Earnings	98.35		-98.35													
Total Income	\$11,402.29	\$180,832.32	-\$169,430.03		\$154,306.93	\$180,832.32	-\$26,525.39		\$45,263.54	\$180,832.32	-\$135,568.78		\$742,041.44	\$1,989,155.52	-\$1,247,114.08	
Gross Profit	\$11,402.29	\$180,832.32	-\$169,430.03		\$154,306.93	\$180,832.32	-\$26,525.39		\$45,263.54	\$180,832.32	-\$135,568.78		\$742,041.44	\$1,989,155.52	-\$1,247,114.08	
Expenses																
60000 Administrative Costs			0.00				0.00				0.00				0.00	
60002 Bank Service Charges			0.00				0.00				0.00				0.00	
60003 CFO/Bookkeeping Services	1,850.00	1,916.67	-66.67		1,850.00	1,916.67	-66.67		1,850.00	1,916.67	-66.67		23,598.50	21,083.37	2,515.13	
60004 Fiscal Audit		1,750.00	-1,750.00			1,750.00	-1,750.00			1,750.00	-1,750.00			19,250.00	-19,250.00	
60005 Insurance	979.80	1,724.08	-744.28		912.14	1,724.08	-811.94		912.14	1,724.08	-811.94		14,248.14	18,964.88	-4,716.74	
60006 Office Supplies and Postage	725.08	1,035.83	-310.75		644.90	1,035.83	-390.93		6,823.82	1,035.83	5,787.99		15,208.36	11,394.13	3,814.23	
60007 Professional Fees	2,251.50	541.67	1,709.83		7,030.00	541.67	6,488.33		8,566.00	541.67	8,024.33		41,050.00	5,958.37	35,091.63	
60008 Travel, Lodging, Meals	350.60	594.67	-244.07		750.82	594.67	156.15		997.88	594.67	403.21		7,767.16	6,541.37	1,225.79	
60009 Anchin / NYS Monitor		18,750.00	-18,750.00		7,113.75	18,750.00	-11,636.25		65,354.30	18,750.00	46,604.30		135,774.95	206,250.00	-70,475.05	
Total 60000 Administrative Costs	\$ 6,156.98	\$ 26,312.92	-\$ 20,155.94		\$ 18,301.61	\$ 26,312.92	-\$ 8,011.31		\$ 84,504.14	\$ 26,312.92	\$ 58,191.22		\$ 237,874.98	\$ 289,442.12	-\$ 51,567.14	
60200 Agency Support Expenses			0.00				0.00				0.00				0.00	
60201 IT Support & Audio/Visual	3,783.28	3,400.00	383.28		2,233.31	3,400.00	-1,166.69		513.18	3,400.00	-2,886.82		29,488.92	37,400.00	-7,911.08	
60202 Marketing & PR	4,724.94	6,083.33	-1,358.39		4,273.16	6,083.33	-1,810.17		506.10	6,083.33	-5,577.23		37,717.82	66,916.63	-29,198.81	
60203 Memberships and Events	4,150.00	1,062.08	3,087.92		575.00	1,062.08	-487.08		907.00	1,062.08	-155.08		9,907.81	11,662.88	-1,775.07	
60204 Training and Education		375.00	-375.00			375.00	-375.00			375.00	-375.00			4,125.00	-4,125.00	
Total 60200 Agency Support Expenses	\$ 8,923.22	\$ 10,920.41	-\$ 1,997.19		\$ 7,081.47	\$ 10,920.41	-\$ 3,838.94		\$ 1,926.28	\$ 10,920.41	-\$ 8,994.13		\$ 77,114.55	\$ 120,124.51	-\$ 43,009.96	
60400 Projects/Programs			0.00				0.00				0.00				0.00	
60402 Cost-Benefit Analyses		416.67	-416.67			416.67	-416.67			416.67	-416.67			4,583.37	9,416.63	
60404 Legal Counsel	4,445.94	5,416.67	-970.73		8,192.43	5,416.67	2,775.76			5,416.67	-5,416.67		50,997.58	59,583.37	-8,585.79	
60405 Legal, Pass Thru		0.00	0.00		2,500.00	0.00	2,500.00			0.00	0.00		5,000.00	0.00	5,000.00	
60406 Local Labor Auditing Fees																
Exp.																
60408 Shovel Ready Program		875.00	-875.00			875.00	-875.00		1,659.00	875.00	784.00		12,810.00	9,625.00	3,185.00	
60409 EPA Brownfield Assessments	1,959.36	154,166.67	-152,207.31			154,166.67	-154,166.67		34,901.77	154,166.67	-119,264.90			1,695,833.37	-1,695,833.37	
60410 Professional Fees			0.00				0.00		34,901.77		34,901.77		61,078.63	0.00	61,078.63	
Total 60400 Projects/Programs	\$ 6,405.30	\$ 160,875.01	-\$ 154,469.71		\$ 10,692.43	\$ 160,875.01	-\$ 150,182.58		\$ 36,885.77	\$ 160,875.01	-\$ 123,989.24		\$ 149,957.84	\$ 1,769,625.11	-\$ 1,619,667.27	
61000 Payroll Expenses			0.00				0.00				0.00				0.00	
61001 Employee Benefits	2,966.10	3,037.50	-71.40		3,197.33	3,037.50	159.83		2,767.12	3,037.50	-270.38		32,771.98	33,412.50	-640.52	
61002 Payroll Taxes & Fees (Staff Line)	2,238.84	2,943.58	-704.74		2,825.40	2,943.58	-118.18		2,046.95	2,943.58	-896.63		29,420.65	32,379.38	-2,958.73	
61003 Salaries	23,585.52	27,587.17	-4,001.65		29,673.90	27,587.17	2,086.73		24,321.52	27,587.17	-3,265.65		287,501.24	303,458.87	-15,957.63	
61004 Retirement and Profit-Sharing	187.50	1,336.17	-1,148.67			1,336.17	-1,336.17		3,832.64	1,336.17	2,496.47		16,634.22	14,697.87	1,936.35	
61005 Deferred Compensation		2,480.17	-2,480.17			2,480.17	-2,480.17			2,480.17	-2,480.17			27,281.87	-27,281.87	
Total 61000 Payroll Expenses	\$28,977.96	\$ 37,384.59	-\$ 8,406.63		\$ 35,696.63	\$ 37,384.59	-\$ 1,687.96		\$ 32,968.23	\$ 37,384.59	-\$ 4,416.36		\$ 366,328.09	\$ 411,230.49	-\$ 44,902.40	
62000 Building Expenses			0.00				0.00				0.00				0.00	
62002 Building Rent	8,398.30	7,500.00	898.30		8,398.30	7,500.00	898.30		8,398.30	7,500.00	898.30		93,761.12	82,500.00	11,261.12	
62003 Building Utilities	632.23	595.25	36.98		539.77	595.25	-55.48		524.83	595.25	-70.42		6,547.75	6,547.75	0.00	
62006 Internet and Telephones	499.48	458.33	41.15		499.69	458.33	41.36		499.69	458.33	41.36		5,468.97	5,041.63	427.34	
62007 Maintenance	650.00	733.33	-83.33		650.00	733.33	-83.33		650.00	733.33	-83.33		7,700.00	8,066.63	-366.63	
62008 Repairs/Renovations		541.67	-541.67			541.67	-541.67			541.67	-541.67		4,995.00	5,958.37	-963.37	
Total 62000 Building Expenses	\$10,180.01	\$ 9,828.58	\$ 351.43		\$ 10,087.76	\$ 9,828.58	\$ 259.18		\$ 10,072.82	\$ 9,828.58	\$ 244.24		\$ 118,622.20	\$ 108,114.38	\$ 10,507.82	
Total Expenses	\$60,643.47	\$ 245,321.51	-\$ 184,678.04		\$ 81,859.90	\$ 245,321.51	-\$ 163,461.61		\$ 166,357.24	\$ 245,321.51	-\$ 78,964.27		\$ 949,897.66	\$ 2,698,536.61	-\$ 1,748,638.95	
Net Operating Income	\$49,241.18	\$ 64,489.19	\$ 15,248.01		\$ 72,447.03	\$ 64,489.19	\$ 7,957.84		\$ 121,093.70	\$ 64,489.19	\$ 56,604.51		\$ 207,856.22	\$ 709,381.09	\$ 501,524.87	
Net Income	-\$49,241.18	\$ 64,489.19	\$ 113,730.37		\$ 72,447.03	\$ 64,489.19	\$ 7,957.84		\$ 121,093.70	\$ 64,489.19	\$ 56,604.51		\$ 207,856.22	\$ 709,381.09	\$ 501,524.87	

**Orange County Industrial Development Agency**  
 Banks Accounts/Certificates of Deposit/Money Markets Accounts  
 As of November 30, 2025

Listed in order of maturity date.						
Purchase Date	Maturity Date	# of Months	Bank	Bank Balance	Principal	Interest Rate
--	--	--	--			--
10/12/25	7/12/26	9 months	Provident Bank	\$	4,700,000	3.90%
3/26/25	12/26/25	9 months	JP Morgan T-Bill	\$	1,649,932	3.98%
6/23/25	3/23/26	9 months	Provident Bank	\$	2,500,000	4.03%
<b>Bank</b>						
			Account Type	Amount		
				% of total		
Chase Bank			Checking Account - IDA Ops	\$	40,804	0%
Orange Bank & Trust			Checking Account - Trust Escrow	\$	17,326	0%
Total CDs & Treasuries			Certificates of Deposit & Treasuries	\$	8,849,932	99%
				\$	8,908,062	100%

**Transaction List by Vendor**  
**Orange County Industrial Development Agency**  
**November 12-December 9, 2025**

Vendor	Date	Memo/Description	Amount	October
Acquisitions Marketing Inc.	12/01/2025	Marketing services including live stream and LinkedIn advertising	\$ 3,250.00	\$3,425.00
Adams Fairacre Farms	11/20/2025	Office Supplies - BOD Meeting	\$ 16.92	\$ 17.97
Complete Document Solutions	11/24/2025	Contract overage charge for copier period 10/27/25 - 11/26/25	\$ 122.31	
Facebook Ads	11/12/2025	Marketing &PR (11/12/25 - 12/3/25	\$ 334.14	\$ 188.43
Federal Express	11/17/2025	Fiorello Easement & Release, Satin Fine Food	\$ 90.18	\$ 110.69
Fellenzer Engineering LLP	11/18/2025	Legoland - Labor Monitor	\$ 1,659.00	
	11/18/2025	Royal Wine - Labor Monitor	\$ 1,936.50	
First Columbia 4-LA, LLC	12/04/2025	Utility charges for electric and gas delivery and supply	\$ 631.23	\$ 524.83
Frances Roth	11/25/2025	11/20/25: Public Hearing Mountain Green Partners LLC	\$ 325.00	
Harris Beach Murtha Cullina PLLC	11/13/2025	Audit Prep & PARIS Budget Inputs	\$ 1,125.00	
	11/14/2025	Research, PILOT questions, Monitor questions	\$ 1,550.00	
HRP Associates, Inc.	11/12/2025	Professional services for EPA Brownfield Grant assess & outreach	\$ 21,567.80	\$1,333.97
Hyatt	11/14/2025	Bill Fioravanti - Jeff Crist's (10/28/25) at the Innovation Conference	\$ 340.86	
Jeffrey Crist	12/02/2025	Mileage for NYS Innovation Summit 10/2025	\$ 232.96	
KR Cleaning	12/01/2025	Cleaning for 12-2025	\$ 650.00	\$ 650.00
Martin Milan - Vision Hudson Valley Intern	11/13/2025	Research for the Quality of Life Report Card.	\$ 216.00	\$ 330.00
Microsoft Office Azure	11/23/2025	Microsoft Office / Azure services for IT support	\$ 210.00	\$ 210.00
New York State Economic Development	12/02/2025	Morning track sponsorship for NYSEDC's 2026 Economic Dev. Conf.	\$ 2,500.00	\$ 250.00
Niki Jones Agency, Inc.	11/12/2025	Monthly Website SEO Basic Plan service - November 2025	\$ 320.00	\$1,402.50
OpenAI	11/26/2025	Office Supplies	\$ 21.63	\$ 21.63
Orange County Partnership	11/17/2025	Annual Dinner ticket purchase for economic development partnership	\$ 200.00	
PEAC Solutions	11/17/2025	Office Supplies - Copier/Printer/Equip. Lease	\$ 445.42	\$ 445.42
Primo Brands - Blue Triton - Crystal Rock	11/26/2025	Water and cup delivery service for October 25 to November 24	\$ 36.08	
RBT CPAs LLP	11/17/2025	November 2025: Professional Services	\$ 1,850.00	\$1,850.00
Spectrum	11/17/2025	IT Support & Audio Visual	\$ 245.00	\$ 245.00
Times Union	11/14/2025	Marketing & PR	\$ 3.96	\$ 3.96
Tsrc Front Desk	11/14/2025	Hotel stay for NYSEDC Leadership & Policy Summit 11/12	\$ 220.68	
Walmart	11/26/2025	Office Supplies	\$ 96.62	\$ 63.23
W.B. Mason	11/27/2025	Office Supplies	\$ 98.94	
William Fioravanti	11/25/2025	Mileage and toll reimbursement for business travel.	\$ 329.77	
Zultys, Inc.	12/01/2025	Telecommunications services charges and taxes for December 2025	\$ 254.69	\$ 254.69

**MANAGEMENT AGREEMENT BETWEEN THE ORANGE COUNTY  
INDUSTRIAL DEVELOPMENT AGENCY AND THE ORANGE COUNTY  
FUNDING CORPORATION FOR SUPPORT SERVICES**

---

**TOPIC:** Administration

**RESPONSIBLE DIRECTOR:** CEO

---

**President and Chief Executive  
Officer**

**APPROVED BY:**

---

**Chairman, Board of Directors**

**EFFECTIVE DATE:** December 17, 2025

**SUPERSEDES:** Any and all previous dates

**UPDATED (date):** September 22, 2025

**REVIEWED (date):** December 17, 2025

---

**I. Statement and Purpose:**

This agreement formalizes the relationship between the Orange County Industrial Development Agency (IDA) and the Orange County Funding Corporation (OCFC). Since both organizations share the same board members, offices, and executive officers, the agreement sets clear terms for the IDA to provide support services to the OCFC, ensuring compliance with state laws and continuity of operations without additional compensation.

**II. Significant Principles:**

- Both entities share the same board of directors, office location, and executive leadership.
- The agreement memorializes the shared management and support services.
- Each organization retains its own liability insurance and Directors and Officers coverage.

- The arrangement ensures compliance with state laws, rules, and regulations.

### **III. Procedure:**

- The IDA assumes responsibility for carrying out the duties of CEO, COO, and CFO for the OCFC, as defined in the OCFC By-Laws.
- No compensation is provided to the IDA or its officers for these services.
- The agreement becomes effective January 1, 2021, and continues until terminated by either party.
- Amendments require resolutions passed by both Boards of Directors at official meetings.

### **IV. Evaluation:**

- The agreement can be terminated at any time by either the IDA or OCFC.
- Compliance is maintained through adherence to state law and internal by-laws.
- Severability ensures the agreement remains enforceable even if any provision is deemed invalid.

**THIS AGREEMENT** is entered into as of the 1st day of January, 2021, by and between the Orange County Funding Corporation, a Not-For-Profit Corporation of the State of New York, with offices at 4 Crotty Lane, New Windsor, New York 12553, hereinafter “the OCFC” and the Orange County Industrial Development Agency, a public benefit corporation organized under the laws of the State of New York with offices at 4 Crotty Lane, New Windsor, New York 12553, hereinafter “IDA.”

### **WITNESSETH:**

**WHEREAS**, the IDA is a public benefit corporation organized by Chapter 390 of the Laws of 1972 of the State of New York pursuant to Title I of Article 18-A of the General Municipal Law of the State of New York; and

**WHEREAS**, the OCFC is a Not-For-Profit Local Development Corporation incorporated pursuant to Section 1411 of the Not-For-Profit Corporation Law of the State of New York; and

**WHEREAS**, the IDA and OCFC have the same members constituting their respective Boards of Directors and share the same physical offices; and

**WHEREAS**, the IDA and OCFC have, through the adoption of their respective By-Laws, established the same corporate offices of Chief Executive Officer, Chief Operating Officer and Chief Financial Officer and have filled these positions with the same individuals for both; and

**WHEREAS**, the IDA and OCFC Boards believe that it is advisable to memorialize the management arrangement between the two corporations for support services.

**NOW, THEREFORE**, in consideration of the mutual covenants herein contained, the parties agree as follows:

## **SECTION 1: TERMS**

- A. The IDA agrees to perform the services and fulfill the duties of the Chief Executive Officer, Chief Operating Officer and Chief Financial Officer of the OCFC as those duties are defined by the OCFC By-Laws.
- B. The IDA will be responsible for ensuring that the OCFC is in compliance with all State laws, rules, and regulations now in effect or which, in the future, may come into effect.
- C. For these services, neither the IDA nor its corporate officers performing the services under this Agreement, shall be entitled to any compensation.
- D. The IDA and the OCFC shall keep and maintain in effect at all times their own comprehensive liability insurance and Directors and Officers Errors and Omission Liability Policies.
- E. The IDA and OCFC shall have the right to terminate this Agreement at any time.

## **SECTION 2. GENERAL PROVISIONS.**

- A. The text herein shall constitute the entire agreement between the parties and may only be amended by resolution of both Boards of Directors at a regular or special meeting of the respective Boards.
- B. This Agreement shall become effective as of January 1, 2021 and shall continue in effect until such time as either party exercises its right to terminate this Agreement as noted above.
- C. This Agreement shall be governed by the Laws of the State of New York.
- D. If any provision, or any portion thereof, contained in this Agreement is held invalid, illegal or unenforceable by a court of competent jurisdiction, the remainder of this Agreement shall be deemed severable, shall not be affected and shall remain in full force and effect.

**IN WITNESS WHEREOF**, the OCFC has caused this agreement to be signed and executed on its behalf by its Chief Executive Officer and the IDA has caused this agreement to be signed and executed on its behalf by its Chief Executive Officer, on the day and year first above written.

Orange County Funding Corp

Orange County Industrial Development  
Agency

\_\_\_\_\_  
BY:  
Chief Executive Officer

\_\_\_\_\_  
BY:  
Chief Executive Officer

Orange County Industrial Development

Adopted 12-17-2025

**ORANGE COUNTY INDUSTRIAL DEVELOPMENT AGENCY  
WHISTLEBLOWER POLICY**

---

**AREA:** Governance

**RESPONSIBLE DIRECTOR:** CEO

**AFFECTED DEPARTMENTS:** Administration

---

**Chief Executive Officer**

**APPROVED BY:**

---

**Chairman, Board of Directors**

**EFFECTIVE DATE:** December 17, 2025

**SUPERSEDES:** Any and all previous dates

**UPDATED (date):** September 22, 2025

**REVIEWED (date):** December 17, 2025

**I. Statement and Purpose:**

The Whistleblower Policy is designed to protect individuals who, in good faith, report suspected violations of the Agency’s Code of Ethics or other instances of potential wrongdoing. It ensures that employees, officers, and board members can raise concerns without fear of retaliation, thereby fostering integrity, accountability, and transparency within the Agency’s operations.

**II. Significant Principles:**

- Protects whistleblowers from retaliation, harassment, or adverse personnel actions.
- Defines key terms such as “good faith,” “whistleblower,” “wrongdoing,” and “personnel action.”
- Encourages prompt and timely reporting of potential wrongdoing.
- Upholds confidentiality of the whistleblower’s identity and allegations as much as possible.

- Establishes accountability for retaliation, with disciplinary action up to termination.

### **III. Procedure:**

- Whistleblowers may report wrongdoing orally or in writing to the CEO, General Counsel, or Board Chair.
- Reports must be made promptly and in good faith.
- The Agency will keep whistleblower identity and allegations confidential to the extent practicable.
- Reports will be investigated in a timely and reasonable manner; criminal conduct may be referred to law enforcement.
- Allegations of retaliation will be independently investigated and addressed.

### **IV. Evaluation:**

- Effectiveness is measured by employees' willingness to report wrongdoing without fear of retaliation.
- Policy success depends on timely investigations and consistent enforcement of disciplinary actions.
- Confidentiality and non-retaliation provisions build trust and encourage compliance.
- Strong accountability mechanisms reinforce the Agency's commitment to ethical conduct and transparency.

### **Definitions:**

“Good Faith”- Information concerning potential wrongdoing is disclosed in “good faith” when the individual making the disclosure reasonably believes such information to be true and reasonably believes that it constitutes potential wrongdoing.

“Agency Employee” – All board members, officers and staff employed by the Agency whether full-time, part-time, employed pursuant to a contract and temporary employees.

“Whistleblower” – Any Agency employee who, in good faith, discloses information concerning wrongdoing by an Agency board member, officer, employee or concerning the business of the Agency itself.



“Wrongdoing” – Any alleged corruption, fraud, criminal or unethical activity, misconduct, waste, conflict of interest, intentional reporting of false or misleading information or abuse of authority engaged in by an Agency board member, officer or employee that relates to the Agency.

“Personnel action: - Any action affecting compensation, appointment, promotion, transfer, assignment, reassignment, reinstatement or evaluation of performance.

**Obligation To Report Wrongdoing:**

Any board member, officer or employee of the Agency who discovers or has knowledge of potential wrongdoing concerning other board members, officers or employees of the Agency, or a person having business dealings with the Agency or concerning the Agency itself, shall report such activity in accordance with the following procedures:

- (a) The Whistleblower shall disclose any information concerning wrongdoing either orally or in writing to the Managing Director, the Agency’s general counsel or Chairperson of the board.
- (b) The Whistleblower shall report such wrongdoing in a prompt and timely manner.
- (c) The identity of the Whistleblower and the substance of his or her allegations will be kept confidential to the best extent possible.
- (d) The individual to whom the potential wrongdoing is reported shall investigate and handle the claim in a timely and reasonable manner, which may include, in the case of suspected criminal conduct, referral to an appropriate law enforcement agency.

**No Retaliation:**

No board member, officer or employee of the Agency shall retaliate against any whistleblower for the disclosure of potential wrongdoing, whether through threat, coercion or abuse of authority. Any attempts at retaliation are strictly prohibited and:

- (a) No Agency officer or employee who, in good faith, discloses potential violations of this Agency’s Code of Ethics or other instances of potential wrongdoing, shall suffer harassment, retaliation or adverse personnel action.
- (b) All allegations of retaliation against a whistleblower will be thoroughly investigated by this Agency.
- (c) Any allegation of retaliation will be taken and treated seriously and irrespective of the outcome of the initial complaint and, in the event an Agency officer or employee is found to have retaliated against a whistleblower, such employee shall be subject to appropriate discipline which may include termination of employment.

**ORANGE COUNTY INDUSTRIAL DEVELOPMENT AGENCY  
AUDIT SERVICES POLICY**

---

**AREA:** Finance

**RESPONSIBLE DIRECTOR:** CEO/CFO

---

**President and Chief Executive Officer**

**APPROVED BY:**

---

**Chairman, Board of Directors**

**EFFECTIVE DATE:** December 17, 2025

**SUPERSEDES:** Any and all previous dates

**UPDATED (date):** September 22, 2025

**REVIEWED (date):** December 17, 2025

---

**I. Statement and Purpose:**

The Audit Services Policy is designed to preserve the independence, objectivity, and integrity of the Agency's annual financial audit process. It establishes clear restrictions on auditor rotation, prohibits conflicts of interest, and limits the types of services an external auditor may provide. By doing so, the policy strengthens public trust, ensures compliance with New York State requirements for public authorities, and supports transparency and accountability in the Agency's financial reporting.

**II. Significant Principles:**

- Rotation requirement: the lead audit partner cannot serve for more than five consecutive fiscal years.
- Prohibition on contemporaneous non-audit services unless specifically approved by the Audit Committee.

- List of prohibited services includes bookkeeping, financial systems design, valuation, actuarial, internal audit outsourcing, management functions, investment advisory, and legal services unrelated to the audit.
- Independence safeguard: no audit services may be provided if an Agency executive (CEO, CFO, etc.) was employed by the audit firm and participated in an audit within the prior year.

### **III. Procedure:**

- Audit Committee selects and retains the certified independent public accounting firm.
- Prior to engagement, confirm compliance with restrictions on partner rotation, non-audit services, and employment conflicts.
- Obtain written Audit Committee approval for any permitted non-audit services.
- Maintain documentation of all approvals, confirmations, and auditor independence checks in Agency records.

### **IV. Evaluation:**

- Annual review by the Audit Committee to ensure auditor independence and performance.
- Verification of compliance with five-year rotation and one-year employment restrictions.
- Oversight of Audit Committee approvals for any permitted non-audit services.
- Periodic policy review to align with evolving standards set by the Authorities Budget Office (ABO) and professional auditing guidelines.

- (A) The certified independent public accounting firm performing the Agency's audit will be prohibited from providing audit services if the lead (or coordinating) audit partner responsible for reviewing the audit, has performed audit services for the Agency in each of the five previous fiscal years;
- (B) The certified independent public accounting firm performing the audit shall be prohibited from performing any non-audit services to the Agency contemporaneously with the audit, unless receiving previous written approval by the Audit Committee including: (i) bookkeeping or other services related to the accounting records or financial statement of the Agency, (ii) financial information systems design and implementation, (iii) appraisal or valuation services, fairness opinions, or contribution-in-kind reports, (iv) actuarial services, (v) internal audit outsourcing services, (vi) management functions or human services, (vii) broker or dealer, investment advisor, or investment banking services and (viii) legal services and expert services unrelated to the audit; and

- (C) It shall be prohibited for any certified independent public accounting firm to perform for such Agency any audit service if the chief executive officer, comptroller, chief financial officer, chief accounting officer, or any other person serving in an equivalent position for the Agency, was employed by that certified independent public accounting firm and participated in any capacity in the audit of the Agency during the one (1) year period preceding the date of the initiation of the audit.

**ORANGE COUNTY INDUSTRIAL DEVELOPMENT AGENCY  
NOTICE POLICY**

---

**AREA:** Administration

**RESPONSIBLE DIRECTOR:** Director of Administration

---

**President and Chief Executive Officer**

**APPROVED BY:**

---

**Chairman, Board of Directors**

**EFFECTIVE DATE:** December 17<sup>th</sup>, 2025

**SUPERSEDES:** Any and all previous dates

**UPDATED (date):** December 9, 2025

**REVIEWED (date):** December 17, 2025

---

**I. Statement and Purpose:**

The Orange County Industrial Development Agency (IDA) adopted this Notice Policy to ensure compliance with New York State General Municipal Law regarding communication with local taxing jurisdictions. The policy establishes clear requirements for providing timely notices of benefits, deviations from tax exemption policies, and the expiration of payment in lieu of tax (PILOT) agreements, ensuring transparency and adherence to state law.

**II. Significant Principles:**

- Policy is rooted in the General Municipal Law and related enabling legislation.
- Ensures consistent, lawful communication with local taxing jurisdictions.
- Promotes transparency by notifying stakeholders of benefits, deviations, and agreement expirations.
- Applies specifically to resolutions under Sections 859-a(1) and 874(4)(b) and to PILOT expirations.

### III. Procedure:

- Deliver copies of relevant resolutions and deviation notices electronically (with read receipts) to local taxing jurisdictions.
- For school districts, notices must also be sent to the district clerk and superintendent.
- If no read receipt is returned within 3 business days, follow-up with certified mail (return receipt requested).
- Maintain and track a list of all PILOT agreements with expiration dates.
- Notify affected jurisdictions at least two years before PILOT expiration (or immediately upon early termination), using electronic correspondence with delivery receipts.
- Agency may adopt additional procedures as needed to fulfill the policy's purpose.

### IV. Evaluation:

- Compliance is judged by timely, verifiable delivery of required notices.
- Backup procedures (certified mail) ensure accountability when electronic confirmation is not received.
- Ongoing maintenance of a PILOT expiration list supports proactive communication.
- Policy effectiveness is tied to consistent adherence to statutory requirements and transparent communication practices.

The Orange County Industrial Development Agency (the “**Agency**”) has adopted this Notice Policy (the “**Policy**”) in accordance with Section 859-a(1)(a), 858(15) and 874(4)(b) of the New York State General Municipal Law to establish a policy for providing certain notices to local affected taxing jurisdictions. This Policy shall be consistent with and in compliance with the provisions of Chapter 1030 of Laws of 1969 of New York, constituting Title 1 of Article 18-A of the General Municipal Law, Chapter 24 of the Consolidated Laws of New York, as amended (the “**Enabling Act**”) and Chapter 641 of the Laws of 1979 of the State of New York, as amended from time to time (said Chapter and the Enabling Act being hereinafter collectively referred to as the “**Act**”), and any other applicable law.

**NOTICE OF BENEFITS AND DEVIATIONS:** The Agency shall deliver a copy of the resolution adopted pursuant to subdivision one of Section 859-a (1) and/or any notice of deviation from the Agency's Uniform Tax Exemption Policy required by Section 874(4)(b), by electronic correspondence with a read receipt, to the chief executive officer of each affected local taxing jurisdiction. If the affected local taxing jurisdiction is a school district, the Agency shall deliver a copy of such resolution to the district clerk and the

district superintendent of each affected school district in accordance with the process set forth herein. If the Agency does not receive a returned read receipt within ten business days, the Agency shall follow up by sending the applicable documents by certified mail, return receipt requested.

**NOTICE OF PILOT EXPIRATION.** The Agency shall maintain a list of all payment in lieu of tax agreements and their expiration dates and notify each affected local taxing jurisdiction within two (2) years of the stated expiration of each such agreement or immediately upon an earlier termination. Any such notice shall be provided by electronic correspondence with a delivery receipt.

The Agency may establish such other procedures as may be necessary to effectuate the purpose and goals of this Policy and the Act.

Adopted: May 17, 2023, Effective January 1, 2023 (for all 859-a and 874(4)(b) resolution notices) and February 1, 2023 (for PILOT expiration notices).

# ORANGE COUNTY INDUSTRIAL DEVELOPMENT AGENCY TRAVEL POLICY

---

**TOPIC:** Administration

**RESPONSIBLE DIRECTOR:** Director of Administration

---

**President and Chief Executive  
Officer**

**APPROVED BY:**

---

**Chairman, Board of Directors**

**EFFECTIVE DATE:** December 17, 2025

**SUPERSEDES:** Any and all previous dates

**UPDATED (date):** December 9, 2025

**REVIEWED (date):** December 17, 2025

---

## **I. Statement and Purpose:**

The Travel Policy ensures that all travel undertaken by Board members, officers, and employees of the Orange County Industrial Development Agency is conducted responsibly, with prior approval, and in a manner that guarantees accountability for public funds. The policy establishes clear standards for authorizing, reimbursing, and reporting travel expenses to prevent misuse and to align travel with official agency duties.

## **II. Significant Principles:**

- Policy applies to all Board members, officers, and employees.
- Travel must be pre-approved to qualify for reimbursement.
- Personal travel expenses cannot be charged to the Agency.
- Responsibility and ethical reporting of travel costs is required.



### **III. Procedure:**

- CEO must approve all reimbursable travel; if CEO is the traveler, the Chairman must authorize.
- Travelers may use personal vehicles if cost-effective or time-saving; reimbursement follows IRS mileage rates.
- Meals reimbursed at actual cost or per diem (whichever is less).
- Lodging reimbursed at actual expense, within location-based rate caps, with exceptions allowed for special circumstances.
- Miscellaneous expenses handled case by case.
- CEO sets and updates mileage rates, per diem allowances, and lodging caps on an annual basis based upon current USGSA rates.

### **IV. Evaluation:**

- Effectiveness measured by adherence to pre-authorization and reimbursement rules.
- Compliance ensured through clear reporting and verification of expenses.
- Accountability maintained by prohibiting personal expenses and requiring ethical reporting.
- Oversight reinforced through specific approval responsibilities (CEO, Chairman).

#### **Section 1. APPLICABILITY**

This policy shall apply to every member of the Board (the “Board”) of the Orange County Industrial Development Agency (the “Agency”) and all officers and employees.

#### **Section 2. APPROVAL of TRAVEL**

All official travel for which a reimbursement will be sought must be approved by the Chief Executive Officer (CEO) prior to such travel. However, when the Chief Executive Officer will seek reimbursement for travel, such travel must be pre-authorized by the Chairman.

#### **Section 3. TRAVEL EXPENSES**

Travelers may use their private vehicle for business purposes if it is less expensive than renting a car, taking a taxi, or using alternative transportation, or if it saves time. The traveler will be reimbursed at prevailing IRS mileage rate.

Meals will be reimbursed at actual expense or a per diem rate, whichever is less. Lodging will be reimbursed at actual expense up to certain daily rate caps established for various locations. The applicability of such caps shall be determined on a case by case basis taking into consideration availability of lodging and other extenuating circumstances.

Reimbursement for miscellaneous expenses shall be determined on a case by case basis. Mileage rates, per diem allowances and lodging caps will be established and from time to time amended by the Chief Executive Officer. All determinations made pursuant to this section shall be made by the CEO. In the instance where such determinations regard travel by the Chief Executive Officer, the Chairman shall make such determinations.

#### Section 4. PAYMENT of TRAVEL EXPENSES

The Agency will reimburse all reasonable expenses related to meals, travel and lodging that were incurred by any director, officer or employee as a result of the performance of their official duties. All official travel shall be properly authorized, reported and reimbursed. Under no circumstances shall expenses for personal travel be charged to, or temporarily funded by the Agency. It is the traveler's responsibility to report travel expenses in a responsible and ethical manner in accordance with this policy.

**ORANGE COUNTY INDUSTRIAL DEVELOPMENT AGENCY  
FREEDOM OF INFORMATION LAW (FOIL) POLICY**

---

**AREA:** Administration

**RESPONSIBLE DIRECTOR:** Director of Administration

---

**President and Chief Executive Officer**

**APPROVED BY:**

---

**Chairman, Board of Directors**

**EFFECTIVE DATE:** December 17<sup>th</sup>, 2025

**SUPERSEDES:** Any and all previous dates

**UPDATED (date):** December 9, 2025

**REVIEWED (date):** December 17, 2025

---

**I. Statement and Purpose:**

The Freedom of Information Law (FOIL) Policy of the Orange County Industrial Development Agency (OCIDA) ensures transparency, accountability, and compliance with New York State Public Officers Law, Sections 84–90. This policy establishes the process by which the public may access Agency records, outlines the responsibilities of designated officers, and provides guidelines for handling requests, appeals, and applicable fees. Its purpose is to guarantee timely responses, protect sensitive information, and uphold the public’s right to government records while maintaining orderly and consistent recordkeeping practices.

**II. Significant Principles:**

- Public access to records is a legal right under New York State law.
- A designated Records Access Officer and Records Appeals Officer are responsible for managing requests and appeals.
- Transparency is balanced with necessary redactions to protect sensitive or restricted information.
- Fees are applied fairly and consistently in accordance with FOIL guidelines.

### **III. Procedure:**

- Written requests must be submitted via mail or email to the Records Access Officer with sufficient detail to identify the requested record.
- The Records Access Officer responds within five business days; if records are delayed, a timeframe (generally within 20 business days) is provided.
- Denials must be issued in writing, including reasons for denial and information on the right to appeal.
- Appeals are submitted in writing to the Records Appeals Officer, who must issue a decision within 10 business days.
- Copies are provided electronically or in hard copy, with costs applied per the Agency's fee schedule.

### **IV. Evaluation:**

- Annual review and update of the subject matter list of records maintained by the Agency.
- Regular monitoring of response times to ensure compliance with statutory deadlines.
- Tracking of appeals and outcomes to identify recurring issues or needed process improvements.
- Periodic review by the Board to ensure the policy continues to align with State law and best practices for transparency.

### **V. Definitions:**

#### **RECORDS ACCESS OFFICER:**

The Records Access Officer of the Agency shall be appointed by the Chief Executive Officer at the Annual Meeting.

The Records Access Officer shall:

- A. Respond to all inquiries relating to the availability to the public of the OCIDA's records pursuant to the Freedom of Information Law within a specified five business days following receipt of request;
- B. Receive and process requests for access to records in the manner prescribed by law;
- C. Maintain and update on an annual basis, a current list, by subject matter or file categories, under which Agency records are kept.

#### **RECORDS APPEALS OFFICER:**

The Records Appeals Officer of the Agency shall be the OCIDA's General Counsel.

The Records Access Officer shall:

- A. Processes appeals from the denial of access to records or parts of records by the Records Access Officer within 10 business days of receipt of a written appeal.

**FOIL REQUESTS:**

- A. The request shall be submitted to the Records Access Officer in writing at either of the following addresses:
  - a. Mail:  
Orange County Industrial Development Agency  
4 Crotty Lane, Suite 100  
New Windsor, New York 12553
  - b. Email: [business@ocnyida.com](mailto:business@ocnyida.com)
- B. The request shall be sufficiently detailed to identify the specific document requested.
- C. The request shall include the name, mailing address, email address, and telephone number of the requesting individual.
- D. The request shall specify whether the petitioner wishes to receive documentation via email or as a hard copy.
  - a. If the original record includes information, details and/or particulars requiring deletion, the individual requesting shall only be permitted to receive a copy of the record with deletions.
  - b. Copying of the record will be performed by the Records Access Officer upon payment of the fee established by the Board of Directors.
  - c. No original record may be removed from the Agency Office or other location where the record is kept.
- E. The request shall be answered within five business days (Monday through Friday) of the date the request is received. If the document/information is not immediately available, the Records Access Officer shall notify the requesting individual when the records will be available, generally no more than 20 business days.
- F. Should the Records Access Officer deny access, the decision shall be in writing, state the reason therefor, and inform the individual the right to appeal the determination within 30 days of the date of the denial.

**FEES:** Fees will be charged in accordance with the Freedom of Information Law. The following fees shall specifically apply:

- A. The fee for a copy of a record which does not exceed either 9” in width or 14” in length shall be twenty-five cents (25¢) per page. Fees for copies exceeding the 9 in by 14 in records shall be at actual cost of copying.
- B. The actual cost of the storage devices or media provided to the person making the request in complying with such request.
- C. There is no charge for electronic copies.

**ORANGE COUNTY INDUSTRIAL DEVELOPMENT AGENCY  
COMPENSATION, REIMBURSEMENT, AND ATTENDANCE POLICY**

---

**AREA:** Governance

**RESPONSIBLE DIRECTOR:** Director of Administration

---

**President and Chief Executive Officer**

**APPROVED BY:**

---

**Chairman, Board of Directors**

**EFFECTIVE DATE:** December 17th, 2025

**SUPERSEDES:** Any and all previous dates

**UPDATED (date):** December 9, 2025

**REVIEWED (date):** December 17, 2025

---

**I. Statement and Purpose:**

This policy establishes the standards for compensation, reimbursement, and attendance expectations for members, officers, employees, and agents of the Agency. It ensures compliance with the New York State General Municipal Law and the Public Authorities Accountability Act while promoting accountability, transparency, and fairness. The policy underscores that board members serve without salary but may be reimbursed for reasonable expenses, while officers and staff may receive Board-approved compensation. Attendance and participation are emphasized as vital to the effective governance and operations of the Agency.

**II. Significant Principles:**

- Board members serve without salary but may receive reimbursement for reasonable, Board-approved expenses.
- Officers, employees, and agents may receive compensation and expense reimbursement as approved by the Board.

- All members and officers are expected to fulfill their duties in accordance with the Agency's By-Laws.
- Excessive unexcused absences (more than five per year) may be reported to the Authorities Budget Office for review.

### **III. Procedure:**

- Reimbursement requests must be submitted with documentation and approved by the Board before payment.
- Compensation levels for officers and employees are set and adjusted by Board resolution.
- Attendance of members and officers is tracked against meeting schedules.
- The Board enforces attendance expectations and monitors compliance with the By-Laws.

### **IV. Evaluation:**

- Annual review of compensation levels and reimbursement practices by the Board to ensure compliance with statutory guidelines.
- Monitoring and reporting of board member attendance to identify patterns of excessive absence.
- Periodic assessment of whether compensation and reimbursement remain consistent with best practices and public accountability standards.
- Oversight reporting to the Authorities Budget Office when required.

Pursuant to and in accordance with Sections 856 of the General Municipal Law and the Public Authorities Accountability Act of the State of New York, the members of the board of the Orange County Industrial Development Agency shall serve without salary at the pleasure of the Orange County Legislature, New York, but may be reimbursed for reasonable expenses incurred in the performance of Agency duties at the approval of the Board.

The officers, employees and agents of the Agency shall serve at the pleasure of the Agency at such compensation levels as may be approved by the Board from time to time and may be reimbursed for reasonable expenses incurred in the performance of Agency duties at the approval of the Board.

The members of the Board and officers of the Agency shall be available as required to perform the operations of the Agency and as set forth within the By-Laws of the Agency, as may be amended, restated or revised by the Board from time to time. Board Members are encouraged to attend all meetings, but more than five absences per year may be reported to the IDA's oversight entity, the Authorities Budget Office. Said members and officers of the Agency shall

put forth their best efforts to perform their respective duties as outlined in the By-Laws of the Agency and any other directives of the Board relating to same.



# ORANGE COUNTY INDUSTRIAL DEVELOPMENT AGENCY BY-LAWS

## ARTICLE 1

### THE AGENCY

**Section 1. Name.** The name of the Agency shall be “Orange County Industrial Development Agency” as established by General Municipal Law, Chapter 390 of the Laws of 1972, specifically Section 912.

**Section 2. Seal of Agency.** The seal of the Agency shall be in the form of a circle and shall bear the name of the Agency and the year of its organization.

**Section 3. Office of the Agency.** The office of the Agency shall be in Orange County, New York.

**Section 4. Mission Statement and Powers of the Agency.** The mission of the Agency shall be to effectuate the economic development policy and purposes of the General Municipal Law, Section 852, in Orange County, New York. Toward that end, the Agency shall among other things: (1) seek, outreach and process applications for financial assistance from companies; (2) invest in and undertake economic development projects in Orange County with a view toward quality job creation, job retention and other economic benefits; (3) assist in expanding manufacturing opportunities in Orange County; and (4) improve the quality of life in Orange County recognizing that excellent quality of life enhances economic development.

The Agency shall have all the powers of an Industrial Development Agency authorized by Article 18-A of the General Municipal Law and shall have the power to do all things necessary or convenient to carry out its purposes and exercise the powers authorized herein.

## ARTICLE II MEMBERS

**Section 1. Board of Directors.** The Orange County Industrial Development Agency is composed of a seven member Board of Directors which is appointed by and serves, without compensation, at the pleasure of the Orange County Legislature and shall continue to hold office until his or her successor is appointed. Notwithstanding, the Board of Directors shall be entitled to necessary expenses, including traveling expenses, incurred in the discharge of their duties. Upon the resignation or removal of a Member, a successor shall be selected by the County Legislature. Members may resign at any time by giving written notice to the

County Legislator and to the Chairman of the Agency. Unless otherwise specified in the notice the resignation shall take effect upon receipt of the notice by the Chairman or the County Legislator. Acceptance of the resignation shall not be necessary to make it effective.

No Agency Board member, including the Chairman, shall serve as the Agency's Chief Executive Officer or hold any other equivalent position.

**Section 2. Board Member Responsibilities.** The duties and responsibilities of the Board are as follows:

- A. Execute direct oversight of the Agency's chief executive officer and other senior management in the effective and ethical management of the Agency;
- B. Understand, review and monitor the implementation of fundamental financial and management controls and operational decisions of the Agency;
- C. Establish policies regarding the payment of salary, compensation and reimbursements and establish rules for time and attendance of the chief executive officer and senior management;
- D. Adopt a Code of Ethics applicable to each officer, director and employee that, at a minimum, includes the standards established in the Public Officers Law;
- E. Establish written policies and procedures on investments, travel, the acquisition of real property, the procurement of goods and services and policies protecting employees from retaliation for disclosing information concerning acts of wrongdoing, misconduct, sexual harassment, malfeasance or other inappropriate behavior by an employee or board member of the Agency;
- F. Adopt a defense and indemnification policy and disclosing same to all board members;
- G. Perform each of their duties as board members in good faith and with that degree of diligence, care and skill which an ordinarily prudent person in like position would use under similar circumstances and apply independent judgment in the best interest of the Agency;
- H. Upon taking his/her oath of office, each board member executes an acknowledgement in which he/she attests that he/she understands his/her role and fiduciary responsibilities and understands his/her duty of loyalty and care to the Agency and commitment to the Agency's mission and public interest.
- I. Comply with Section 3 below.

**Section 3. Training, Independence and Ethics.** Upon appointment, all Board members shall participate in State-approved training regarding their legal, fiduciary and ethical responsibilities within one year of their appointment to the Agency. Further, each Board member shall execute a certificate of independence as required by the PAAA. All members of the Board shall participate in such continuing training as may be required to remain informed of best practices, regulatory and statutory changes relating to the effective oversight of the management and financial activities of industrial development agencies and to adhere to the highest standards of responsible governance as required by the PAAA. All Agency Board members, officers and

employees shall be familiar with the Ethics policies as adopted by the Board in accordance with PAAA requirements.

### ARTICLE III

#### OFFICERS

**Section 1. Officers and duties.** The Officers of the Agency shall be a Chairperson, a Vice Chairperson, ~~and a Secretary, and an Assistant Secretary~~ and an Ethics Officer, who shall have such duties, powers and functions as hereinafter provided, and all of whom shall be elected by the members of the Agency at the annual meeting of the Agency in each fiscal year.

**Section 2. Chairperson.** The Chairperson shall preside at all meetings of the Agency. Except as otherwise authorized by resolution of the Agency, the Chairperson shall sign all agreements, contracts, deeds and any other important instruments of the Agency. Before each meeting, the Chairperson shall approve the agenda and submit such recommendations and information as he/she may consider proper concerning the business, affairs and policies of the Agency.

**Section 3. Vice Chairperson.** The Vice Chairperson shall perform the duties of the Chairperson in the absence or incapacity of the Chairperson and, in the case of the resignation of the Chairperson, the Vice Chairperson shall perform such duties as are imposed on the Chairperson until such time as the Agency shall elect a new Chairperson.

**Section 4. Secretary.** The Secretary shall be responsible to keep, or cause to be kept, the records of the Agency, shall act as secretary of the meetings of the Agency and record or cause to be recorded all votes and shall keep, or cause to be kept, a record of the proceedings of the Agency in the form of minutes to be kept for such purpose and shall perform all duties incident to his/her office. He/she shall keep in safe custody, the seal of the Agency and shall have the power to affix the seal to all contracts and other instruments authorized to be executed by the Agency.

**Section 5. Ethics Officer. The Ethics Officer shall be responsible for creating, implementing and overseeing ethical policies and standards. The Chairperson of the Agency shall be the Ethics Officer. In the event that the Chairperson shall have a conflict of interest with respect to a potential ethical issue, then the Chairperson of the Governance Committee shall act as the Ethics Officer.**

**Section 65. Additional Duties.** The officers of the Agency shall perform such other duties and functions as may from time to time be required or authorized by the Agency, by the By-Laws of the Agency or by the rules and regulations of the Agency.

**Section 76. Office Vacancies.** Should any Agency office become vacant, the Agency shall appoint a successor from among its membership at the next regular meeting and such appointment shall be for the unexpired term of said office.

## ARTICLE IV

### KEY PERSONNEL, AGENTS AND SUBSIDIARIES

**Section 1. Chief Executive Officer** The CEO shall be hired/appointed by the Agency and shall be responsible for the design, implementation, and management of projects relating to Agency operations and for coordinating economic development projects. The CEO shall be accountable for management of all IDA staff. Strategy for the IDA once approved by the Board, shall be implemented by the CEO. He/She shall set goals and objectives for the organization. The CEO shall be the point of media contact for the Agency and shall present the Agency's economic development positions and policies on relevant issues. He/She will work with state, county, and local officials and the Agency's economic development partners, as necessary, on all prospective Agency projects.

**Section 2. Chief Operating Officer.** The Chief Executive Officer may, in his/her sole discretion, appoint a Chief Operating Officer. The Chief Operating Officer shall be responsible for the implementation and management of projects relating to the Corporation's operations. He/she shall ensure annual reporting requirements under the PAAA are met and that the Corporation's website likewise remains in compliance with PAAA requirements. He/she shall work with state, county and local officials on operational matters. The Chief Operating Officer shall attend all Corporation meetings with the right to take part in discussions, make policy and budget recommendations and give status reports on Corporation projects. The Chief Operating Officer shall perform all other related duties as assigned by the Chief Executive Officer, including acting for and in place of the Chief Executive Officer in executing, authenticating or affixing his/her signature or the seal to any document when such officers are unavailable or unable to perform their duties. He/she shall be responsible for the filing, recording, and actions of all resolutions, orders, policies, programs or projects of the Corporation unless otherwise delegated by the By-Laws or the Chief Executive Officer.

**Section 3. Chief Financial Officer.** The Chief Executive Officer may, in his/her sole discretion appoint a Chief Financial Officer. The Chief Financial Officer may be appointed to either an internal or an external position, as determined by the Chief Executive Officer. The Chief Financial Officer shall be responsible for the care and custody of all funds of the Corporation and shall deposit the same in the name of the Corporation in such bank or banks as he/she may select according to the Corporation's Investment Policy. It shall be the duty of the Chief Financial Officer to report at each regular meeting of the Board of Directors and participate in preparing the annual report of the Corporation and the filing of all required tax returns and other regulatory reports. The Chief Financial Officer shall keep books of accounts showing receipts and expenditures and shall render to the Corporation at each regular meeting, an accounting of his/her transactions and a report on the financial condition of the Corporation. He/she shall assist with the preparation of the annual budget. The Chief Financial Officer shall perform such other duties as may be assigned to him or her by the Board of Directors or the Chief Executive Officer. The Chief Financial Officer will report to the Chief Executive Officer and/or the Chief Operating Officer.

**Section 42. Additional Personnel.** The Agency may, from time to time, employ such personnel or engage such agents as it deems necessary to exercise its powers, duties and functions as prescribed by the New York General Municipal Law and all other laws of the State of New York.

## ARTICLE V

### ANNUAL REPORT AND ANNUAL BUDGET

**Section 1. Annual Reporting.** An Annual Report "PARIS" is required by the Public Authorities Accountability Act (PAAA). The Chief Executive Officer is responsible for compiling, preparing and filing the Annual Report, or causing same to be compiled, prepared and filed. The Annual Report shall be posted on the Agency's website and filed with the State as same may be required by the PAAA or other laws. The Chief Executive Officer, Agency Staff, Agency outside counsel and an independent accounting firm shall assist in preparing the Annual Report. The CEO shall compile and prepare the Annual Report by March 31 of each year for the preceding fiscal year ending December 31<sup>st</sup>. The Chief Executive Officer shall certify, or cause to be certified, that the financial information contained in the annual report is accurate and does not contain any untrue statements as required by the PAAA. The CFO shall submit the Annual Report by March 31<sup>st</sup> to the Orange County Executive, the Chairman of the Orange County Legislature and the New York State Authority Budget Office as required by the PAAA via the "PARIS" reporting system.

**Section 2. Annual Budget.** The annual budget shall be prepared by the Chief Executive Officer~~Agency's independent auditor~~ with input from the Chief Financial Executive Officer~~, the Chairman, Audit Committee, Agency members and employees, as applicable~~. The budget shall contain information on operations and capital construction setting forth the estimated receipts and expenditures for the next fiscal year and the current fiscal year and the actual receipts and expenditures for the last completed fiscal year. The budget shall be prepared during the months of September and October of each year, in time for Agency adoption prior to the mandatory November 1<sup>st</sup> submission to the Orange County Executive, the Orange County Commissioner of Finance, the Chairman of the Orange County Legislature and the New York State Authority Budget Office as required by the PAAA.

## ARTICLE VI

### GENERAL PROVISIONS

**Section 1. Fiscal Year.** The fiscal year of the Agency shall begin on the first day of January of each year.

**Section 2. Annual Meeting.** The annual meeting of the Agency shall be held at the first regularly scheduled meeting in the month of January at its designated meeting place.

**Section 3. Regular meetings.** Regular meetings of the Agency shall be held upon lawful notice at such times and places as, from time to time, may be determined by resolution of the Agency.

**Section 4. Special Meetings.** The Chairperson of the Agency may, when he/she deems it desirable, and shall, upon the written request of two members of the Agency, call a Special Meeting of the Agency for the purpose of transacting any business designated in such call or for any business otherwise agreed to by a majority of members present at the meeting. The call for a Special Meeting may be delivered to each member of the Agency or may be mailed, faxed or e-mailed to the business or home address of each member of the Agency at least two (2) days prior to the date of such Special Meeting or as soon as practicable if meeting is called on less than two (2) days notice. Waivers of Notice may be signed by any members failing to receive proper notice.

**Section 5. Quorum.** At all meetings of the Agency, a majority of the members of the Agency shall constitute a quorum for the purpose of transacting business.

**Section 6. Order of Business.** At the regular meetings of the Agency, the following shall be the order of business unless modified by the Chairperson from time to time:

- A. Roll Call
- B. Approval of Minutes
- C. Financial Report
- D. Reports, as applicable
  - a. Chairperson's Report
  - b. Reports of Officers
  - c. Reports of Committees
- E. New Business
  - Applications and Resolutions
- F. Other Business
- G. Adjournment

The order of business may be altered or suspended at any meeting by the Members of the Agency.

**Section 7. Committees.** The Board shall have an audit, finance and governance committee. The Board may constitute other committees as it deems appropriate. The members of all committees shall be appointed at the Annual Meeting or as soon thereafter as a quorum can be obtained by the Chairperson of the Agency who shall be an ex officio member of each committee. A quorum of any committee shall consist of a majority of members of that committee. The CEO shall attend all committee meetings, if requested, and make such reports and recommendations as he/she deems necessary and advisable. The following constitute the Standing Committees of the Agency and their duties and responsibilities:

- A. **Audit Committee.** The Chairperson shall appoint an Audit Committee comprised

of at least three (3) independent members who shall constitute a majority of the Committee. The primary responsibilities of the Audit Committee shall be to recommend the hiring of a certified, independent accounting firm, establish the compensation to be paid to such accounting firm and to provide direct oversight of the performance of the independent audit to be performed annually by the accounting firm. The Audit Committee shall also monitor the Agency's Investment Policy and recommend changes to such policy in consultation with their independent auditor, as necessary. In addition, the Audit Committee is charged with the responsibility of evaluating and deciding requests for exemptions from Agency clients from the Agency's local labor policy and for monitoring the work performed by the firm retained by the Agency for auditing adherence to such local labor policy.

**B. Governance Committee.** The Chairperson shall appoint a Governance Committee comprised of at least three (3) independent members who shall constitute a majority of the Committee. The primary responsibilities of the Governance Committee shall be to keep the Board informed of best governance practices, review corporate governance trends, update the Board's corporate governance practices, advise Board members on the skills and experiences required of potential board members, examine ethical and conflicts of interest issues, perform Board self-examinations and recommend By-Laws that include rules and procedures for conduct of Board business.

**C. Finance Committee.** The Chairperson shall appoint a Finance Committee comprised of at least three (3) independent members who shall constitute a majority of the Committee of the three (3) independent members of the Audit Committee, the primary purpose of which shall be to oversee the Agency's debt and debt practices and to recommend policies concerning the Agency's issuance and management of debt.

**Section 8. Voting.** All action taken by the Agency shall require a vote by a majority of the total number of members of the board in accordance with Section 2826 of the New York State Public Authorities Law.

## ARTICLE VII

### AMENDMENTS

**Section 1. Amendment to By-Laws.** The By-Laws of the Agency shall be amended only with the approval of at least a majority of all of the members of the Agency at a regular or a special meeting, but no such amendment shall be adopted unless at least seven (7) days written notice thereof has been previously given to all members of the Agency.





## NOTICE OF BID INVITATION

The Orange County Industrial Development Agency (the "Agency") hereby invites the submission of sealed bids for the provision of janitorial and cleaning services for its Headquarters located at 4 Crotty Lane, Suite 100, New Windsor, NY 12553.

A **mandatory pre-bid walk-through** of the Agency's Headquarters for all prospective bidders will be held, by appointment only, the **week of January 5, 2026 between the hours of 9:00 a.m. and 5:00 p.m.** Detailed bid specifications are included in this bid notice.

All bids must be in writing and submitted in sealed envelopes marked "Janitorial and Cleaning Service" to the Agency's Offices, 4 Crotty Lane, Suite 100, New Windsor, New York 12553. Sealed bids must be received **by 3:00 p.m. on Thursday January 15, 2026.** At the time of the deadline, the bids will be opened and read. This will be open to the public.

The Agency retains the right to reject any and all bids.

### Contact:

**Bill Fioravanti, CEO**  
**Orange County Industrial Development Agency**  
**(845) 234-4192**  
[bfioravanti@ocnyida.com](mailto:bfioravanti@ocnyida.com)

December 18, 2025



## **BID SPECIFICATIONS / REQUIREMENTS**

Orange County IDA Headquarters: 4 Crotty Lane New Windsor, NY 12553

The contractor shall provide the following services:

- A) Clean all common areas daily. This includes sweeping floors, dusting surfaces, emptying wastebaskets, cleaning conference room tables, cleaning kitchenette areas in breakroom, including countertops and sink.
- B) Clean all common area bathrooms daily. This includes cleaning all sinks, commodes, floors and other surfaces, emptying wastebaskets, re-stocking each with adequate toilet paper, paper towels and hand soap.
- C) Mop all common area floors weekly or when spillage is visible.
- D) Clean all windows and glass doors once every three months.
- E) Keep the janitor/storage closets organized for easy access.
- F) The Agency will furnish all cleaning supplies and paper products.
- G) Pricing in your bid must be on a per week basis.
- H) Invoices for payment must be sent to Agency at least monthly.
- I) The winning bidder must provide proof of a current applicable surety bond.

# #

# OCIDA/OCFC Meeting Dates: 2026 – 2027

*Drafted 11.11.25*

## 2026

### January 2026

Wednesday **January 21<sup>st</sup>** at 3:00pm – **Governance Committee Meetings**

Wednesday **January 21<sup>st</sup>** at 4:00pm – **Finance Committee Meetings**

Wednesday **January 21<sup>st</sup>** at 5:00pm – **Board of Directors Meetings**

### February 2026

Wednesday **February 18<sup>th</sup>** at 4:00pm – **Finance Committee Meetings**

Wednesday **February 18<sup>th</sup>** at 5:00pm – **Board of Directors Meetings**

### March 2026

Wednesday **March 4<sup>th</sup>** at 4:00pm – **Audit Committee Meetings**

Wednesday **March 18<sup>th</sup>** at 4:00pm – **Finance Committee Meetings**

Wednesday **March 18<sup>th</sup>** at 5:00pm – **Board of Directors Meetings**

### April 2026

Wednesday **April 15<sup>th</sup>** at 3:00pm – **Governance Committee Meetings**

Wednesday **April 15<sup>th</sup>** at 4:00pm – **Finance Committee Meetings**

Wednesday **April 15<sup>th</sup>** at 5:00pm – **Board of Directors Meetings**

### May 2026

Wednesday **May 20<sup>th</sup>** at 4:00pm – **Finance Committee Meetings**

Wednesday **May 20<sup>th</sup>** at 5:00pm – **Board of Directors Meetings**

### June 2026

Wednesday **June 17<sup>th</sup>** at 4:00pm – **Finance Committee Meetings**

Wednesday **June 17<sup>th</sup>** at 5:00pm – **Board of Directors Meetings**

### July 2026

Wednesday **July 15<sup>th</sup>** at 4:00pm – **Finance Committee Meetings**

Wednesday **July 15<sup>th</sup>** at 5:00pm – **Board of Directors Meetings**

### August 2026

Wednesday **August 19<sup>th</sup>** at 3:00pm – **Governance Committee Meetings**

Wednesday **August 19<sup>th</sup>** at 4:00pm – **Finance Committee Meetings**

Wednesday **August 19<sup>th</sup>** at 5:00pm – **Board of Directors Meetings**

## **September 2026**

Wednesday **September 9<sup>th</sup>** at 4:00pm – **Audit Committee Meetings**

Wednesday **September 16<sup>th</sup>** at 4:00pm – **Finance Committee Meetings**

Wednesday **September 16<sup>th</sup>** at 5:00pm – **Board of Directors Meetings**

## **October 2026**

Wednesday **October 21<sup>st</sup>** at 4:00pm – **Finance Committee Meetings**

Wednesday **October 21<sup>st</sup>** at 5:00pm – **Board of Directors Meetings**

## **November 2026**

Wednesday **November 18<sup>th</sup>** at 4:00pm – **Finance Committee Meetings**

Wednesday **November 18<sup>th</sup>** at 5:00pm – **Board of Directors Meetings**

## **December 2026**

Wednesday **December 16<sup>th</sup>** at 3:00pm – **Governance Committee Meetings**

Wednesday **December 16<sup>th</sup>** at 4:00pm – **Finance Committee Meetings**

Wednesday **December 16<sup>th</sup>** at 5:00pm – **Board of Directors Meetings**

# **2027**

## **January 2027**

Wednesday **January 20<sup>th</sup>** at 3:00pm – **Governance Committee Meetings**

Wednesday **January 20<sup>th</sup>** at 4:00pm – **Finance Committee Meetings**

Wednesday **January 20<sup>th</sup>** at 5:00pm – **Board of Directors Meetings**

## **February 2027**

Wednesday **February 17<sup>th</sup>** at 4:00pm – **Finance Committee Meetings**

Wednesday **February 17<sup>th</sup>** at 5:00pm – **Board of Directors Meetings**

## **March 2027**

Wednesday **March 3<sup>rd</sup>** at 4:00pm – **Audit Committee Meetings**

Wednesday **March 17<sup>th</sup>** at 4:00pm – **Finance Committee Meetings**

Wednesday **March 17<sup>th</sup>** at 5:00pm – **Board of Directors Meetings**

## **April 2027**

Wednesday **April 21<sup>st</sup>** at 3:00pm – **Governance Committee Meetings**

Wednesday **April 21<sup>st</sup>** at 4:00pm – **Finance Committee Meetings**

Wednesday **April 21<sup>st</sup>** at 5:00pm – **Board of Directors Meetings**

## **May 2027**

Wednesday **May 19<sup>th</sup>** at 4:00pm – **Finance Committee Meetings**

Wednesday **May 19<sup>th</sup>** at 5:00pm – **Board of Directors Meetings**

## **June 2027**

Wednesday **June 16<sup>th</sup>** at 4:00pm – **Finance Committee Meetings**

Wednesday **June 16<sup>th</sup>** at 5:00pm – **Board of Directors Meetings**

## **July 2027**

Wednesday **July 21<sup>st</sup>** at 4:00pm – **Finance Committee Meetings**

Wednesday **July 21<sup>st</sup>** at 5:00pm – **Board of Directors Meetings**

## **August 2027**

Wednesday **August 18<sup>th</sup>** at 3:00pm – **Governance Committee Meetings**

Wednesday **August 18<sup>th</sup>** at 4:00pm – **Finance Committee Meetings**

Wednesday **August 18<sup>th</sup>** at 5:00pm – **Board of Directors Meetings**

## **September 2027**

Wednesday **September 8<sup>th</sup>** at 4:00pm – **Audit Committee Meetings**

Wednesday **September 15<sup>th</sup>** at 4:00pm – **Finance Committee Meetings**

Wednesday **September 15<sup>th</sup>** at 5:00pm – **Board of Directors Meetings**

## **October 2027**

Wednesday **October 20<sup>th</sup>** at 4:00pm – **Finance Committee Meetings**

Wednesday **October 20<sup>th</sup>** at 5:00pm – **Board of Directors Meetings**

## **November 2027**

Wednesday **November 17<sup>th</sup>** at 4:00pm – **Finance Committee Meetings**

Wednesday **November 17<sup>th</sup>** at 5:00pm – **Board of Directors Meetings**

## **December 2027**

Wednesday **December 15<sup>th</sup>** at 5:00pm – **Governance Committee Meetings**

Wednesday **December 15<sup>th</sup>** at 4:00pm – **Finance Committee Meetings**

Wednesday **December 15<sup>th</sup>** at 5:00pm – **Board of Directors Meetings**