ORANGE COUNTY INDUSTRIAL DEVELOPMENT AGENCY

County Government Center 255 Main Street Goshen, New York 10924

Phone: 845-291-2700 Fax: 845-291-2724

James Petro, Jr., Chairman Robert Armistead, Vice Chairman Mary Ellen Rogulski, Second Vice Chairman Stephen Brescia, Secretary John Steinberg, Jr., Assistant Secretary Henry VanLeeuwen Robert J. Schreibeis, Sr.

James O'Donnell, Executive Director Joel Kleiman, Chief Financial Officer Philip A. Crotty, Attorney Laurie Villasuso, Administrative Assistant

Agenda

PLEASE TAKE NOTICE, The Orange County Industrial Development Agency will hold a regularly scheduled meeting on April 18, 2012 at 3:00 p.m. in the Orange County Business Accelerator, 4 Crotty Lane, Suite 100, New Windsor, New York, to consider and/or act upon the following:

Order of Business

- Roll Call
- Approval of the minutes from March 21, 2012 meeting
- Financial Reports and/or Requests for Payments
- New and Unfinished Business

OCP Report
Chairman's Report
Executive Director Report
OCBA Report

New Website roll-out

Discussions

Annual Report - Update
OCFC Micro-Loan Program Meeting
The Marketplace – Ongoing FOIL requests and Public Hearing
Hudson Valley Film Commission

Resolutions

CNC – Advanced Manufacturing
Carlisle Construction – Final Resolution

- Such other and further business as may be presented
- Public Comments
- Adjournment

Dated: April 11, 2012

Stephen Brescia, Secretary

By: James O'Donnell, Executive Director

ORANGE COUNTY INDUSTRIAL DEVELOPMENT AGENCY

MINUTES

March 21, 2012

A regular meeting of the Orange County Industrial Development Agency was convened in public session on March 21, 2012 at 3:00 P.M. at the Orange County Business Accelerator, in New Windsor, New York.

The meeting was called to order by the Chairman, James Petro, and upon roll being called, the following were:

PRESENT: James Petro, Stephen Brescia, John Steinberg, Henry

VanLeeuwen, Robert Schreibeis

ABSENT: Robert Armistead, Mary Ellen Rogulski

ALSO PRESENT: James O'Donnell - Executive Director

Joel Kleiman - Chief Financial Officer

Phil Crotty – Attorney

Laurie Villasuso – Administrative Assistant

Michael DiTullo – Orange County Business Accelerator Peter Gregory – Orange County Business Accelerator

Maureen Halahan – Orange County Partnership Marge LaPerle – Orange County Partnership

Brian Gates - HVEDC

James Walsh – Times Herald Record Jessica DiNapoli – Times Herald Record Robert Unger – Judelson, Giordano & Siegel Gary Cassiello – Judelson, Giordano & Siegel

Robert and Shelley Gray - Shamrock Creek/Center Line Studios

Chairman, James Petro calls the meeting for the Orange County IDA, March 21, 2012 (Pledge of Allegiance is recited). Board consists of five members. There is a quorum.

Review of the prior February 15, 2012 meeting minutes. Motion made by Brescia, seconded by VanLeeuwen to approve the minutes as presented. Affirmative votes of all members present resulted in motion carried.

Roll Call taken.

Financial Report And/or Request For Payment

Joel Kleiman, Chief Financial Officer, refers to the bank account summary as of February 29, 2012. He notes that one CD is outstanding that is not due till December 2012. Various accounts total \$7.5M, and the Orange County Funding Corporation was just over \$25K.

Mr. Kleiman then hands out the year-to-date income and expense summary for March 2012. Year to Date, we've taken in \$64,470 and spent \$254K. The expenses exceed the revenues right now by \$192,598.

Mr. Kleiman then moves on to address the receipts and vouchers for the month. Of the \$143,521 in checks received this month, \$108K of it was deposited to the Orange County Funding Corporation account. Expenses for the month total \$37,925.21.

Motion made by Steinberg, seconded by Schreibeis, that the Board accepts the financial report and authorization of payments and vouchers for March 2012. Open for discussion. Affirmative votes of all members present resulted in motion carried.

Mr. Kleiman then introduces the auditors to present the 2011 Financial Statements. Prior to this meeting, the Audit Committee met and reviewed the financials. As part of the requirements for the Public Authorities Act, the IDA has until the end of March to report on the PARIS system. Ms. Villasuso and Mr. Kleiman have been working on getting the financials uploaded and certified for the March 30th deadline. In addition, the financial statements will be made available to the public via the IDA website no later than the end of next week.

Mr. Cassiello takes over to present the 2011 Financial Statements. He begins by noting that the IDA's balance sheet remains strong with \$7.6M in net assets, \$6.9M being undesignated and approximately \$600K designated to various activities supported by the IDA, and \$100K in the capital assets fund.

This year, the IDA took in \$1.1M in revenue, and had expenses of \$1.8M. In those expenses, there are two items of note. One, there were valuation allowances put on 2 assets the IDA has been carrying for some time - \$162K was a valuation allowance against some development costs under the Port Authority, and \$248K was a valuation allowance put onto Breonics. Additionally, in numbers seen previously, IBM sent a check to the IDA for approximately \$900K, and \$425K relates to 2012, so the item has been shown as deferred income on the balance sheets.

The audit went well, Mr. Cassiello notes, and adds that they appreciate the help and cooperation they received when compiling the financial statements. He adds that the financial statement this year is in a slightly different format, which is more in line with other IDA financial statements.

The management letter is still in process, and they will report back with that next month.

Chairman Petro comments that the IBM fee owed for 2011 was \$412K, and notes that it would not surprise him to find that the amount due for 2012 will be less interest already received, as we've had the full 2012 amount for a full year.

Chairman Petro asks Mr. Cassiello to explain the fees for tax return preparation. Mr. Cassiello notes that there are two other corporations along with the IDA. There is the not-for-profit corporation Orange County Funding Corporation, which will be the vehicle for the micro-loan program, that tax return is due May 15, and the fee will be \$1250. The second corporation is what used to be called Orange County Capital Development Corporation, which used to be owner of the Roadlok investment, which has since come back to the IDA. The company hasn't done business in two years, and needed have a final tax return prepared as well as a liquidation with the state. The fee for those services is \$1500.

Mr. Crotty notes, for clarification, that we are finally terminating OCCDC. Mr. Cassiello agrees, and adds that the corporation will be formally liquidated with the state and the federal government. Mr. Steinberg asks if the formal liquidation is included in the \$1500 fee, and Mr. Cassiello advises him that while it was not originally part of the fee, as an accommodation to the Board, he will make it so.

Mr. Steinberg notes that an OCCDC bank account wasn't closed until 2012. Mr. Unger states that the account was closed in February 2011. Mr. Steinberg advises the auditors that there was another account which he just closed this year, and he has the statements with him. Mr. Cassiello asks Mr. Steinberg to provide him the statements, and he will incorporate the account into the liquidation.

Mr. Crotty states for the record that, after April 15th, the OCCDC will be terminated and this time next year the IDA will not have OCCDC to deal with. Mr. Cassiello confirms that the corporation will be liquidated as of 12/31/11. He notes, though, that the state may ask for a short-year filing for 2012, and if they do, it will be easy to accommodate.

Chairman's Report

Chairman Petro advises the room that Sue Weyant, New Windsor Councilperson, passed away at 62 years old. She was a great friend to many people in New Windsor, and Chairman Petro advises that services will be held for her Thursday and Friday.

George Green, Supervisor of New Windsor, is still in the hospital. Chairman Petro and Mr. Crotty have visited him in the hospital.

Lastly, Chairman Petro notes that Mr. Diana, OC County Executive, has been in the hospital and Mr. O'Donnell advises the room that he is doing fine and is getting out of the hospital as we speak.

Chairman Petro thanks the auditors for their hard work.

Chairman Petro then advises the room that, at this time, the Orange County Industrial Development Agency will move into Executive Session to discuss the cancellation of proposed lease of Orange County Business Accelerator second floor and to discuss a personnel matter. He asks everyone present in the room to exit, except for all Board Members, Ms. Villasuso and Mr. Crotty.

Mr. Brescia asks why Mr. O'Donnell is being asked to leave the room, and is advised by Chairman Petro that a Board Member has requested it.

Mr. Steinberg addresses Mr. Crotty and notes that last month's Executive Session was part of the minutes which were approved and then became public information. Mr. Steinberg informs Mr. Crotty that he believes there should not be minutes for Executive Session, and Mr. Crotty advises him that there *must* be minutes for Executive Session.

Mr. Crotty then points out that the By Laws state that the Executive Director has the right to sit in on meetings, but does not specifically note Executive Session, and adds that if there is a personnel matter that pertains to the Executive Director, he may be asked to be excused.

Mr. Crotty reads Resolution Approving Executive Session for the purpose of (1) under real estate negotiations, discuss cancellation of proposed lease with purchase option for entire second floor of Orange County Business Accelerator and potential lease of 3,000 square feet more or less at 4 Crotty Lane; and (2) under personnel, discuss resignation of Orange County Business Accelerator Managing Director Michael DiTullo and replacement. Motion made by Schreibeis, seconded by VanLeeuwen. Open for discussion. Affirmative votes of all members present resulted in motion carried.

Executive Session

Starting with personnel matters as they pertain to Mr. O'Donnell. It is agreed that Mr. Steinberg and Chairman Petro will discuss the matter with Mr. O'Donnell directly.

Mr. O'Donnell joins the Executive Session. Chairman Petro then advises that the Board must discuss the upstairs of the Accelerator. There will be a resolution to rescind the resolution passed at the last meeting, which approved the lease of the second floor of the Accelerator. Chairman

Before rescinding the resolution, Mr. Crotty reminds the Board that he and the Board Members have a fiduciary duty to the IDA Board.

Chairman Petro notes that a German company with approximately forty jobs will take the space upstairs, which is why the resolution will be rescinded, and there may still be a possibility of leasing some space upstairs, which will be discussed at a later date.

The members discuss the departure of Mr. DiTullo.

The members move on to discuss Peter Gregory becoming Managing Director.

Mr. Crotty reads Resolution Closing Executive Session to Discuss Cancellation of Lease with Purchase Option for Second Floor of 4 Crotty Lane and also Orange County Business Accelerator personnel matter. Motion made by VanLeeuwen, seconded by Schreibeis. Open for discussion. Affirmative votes of all members present resulted in motion carried.

End of Executive Session

Chairman Petro welcomes all attendees back to the meeting.

Mr. Crotty reads Resolution Rescinding Resolution Dated February 15, 2012 Approving Execution of Letter of Intent Dated February 10, 2012 Relative to Lease with Purchase Option for 4 Crotty Lane, New Windsor, New York. Motion made by VanLeeuwen, seconded by Schreibeis. Open for discussion. Affirmative votes of all members present resulted in motion carried.

Mr. Crotty reads Resolution Approving New OCBA Managing Director. Motion made by Schreibeis, seconded by VanLeeuwen. Open for discussion. Affirmative votes of all members present resulted in motion carried.

Chairman Petro notes to Mr. Gregory that he will become Acting Managing Director, and that they will revisit the matter at the end of the year.

OCBA Report

Mr. DiTullo points out that the financials have been distributed to the members, and adds that at the end of this quarter, the Orange County Business Accelerator is projected to reimburse the IDA another \$35-38K. Over the course of the 29 months the Accelerator has been open, the reimbursement will have reached approximately \$350K.

The Accelerator has 20 clients, 9 of which are resident and 11 Associate. Continental Organics will graduate in June of this year, and are generating revenue out of their Mt. Airy Rd location. There are 4 prospects in the pipeline for the Accelerator, though the building is 100% full. Cymogen, a current client, does need more space as they are ahead of their plan in terms of revenue and now boasts 8 employees.

Regarding marketing, the Accelerator spent a lot of time revamping the website. Since the website has been renovated, there have been two leads generated. Mr. DiTullo notes that the old website generated 2 leads in the two years it existed, whereas the new website has generated 2 leads in a matter of weeks. Lastly, Mr. DiTullo adds that he discussed the Accelerator on a radio show just this morning.

Lastly, Mr. DiTullo advises the room that leaving the Orange County Business Accelerator was a difficult decision to make, and takes a moment to applaud the team he has worked with. He thanks the group for a wonderful experience, and Chairman Petro thanks Mr. DiTullo for a job well done.

Discussions

Mr. Crotty updates the Chairman and the board on a number of agenda items:

The OCFC micro-loan program will be discussed at next month's meeting, the final version having been updated by Russ Vernon. Additionally, we received a check in the amount of \$108K from Millennium, which has been made payable to and deposited in an OCFC account.

Chairman Petro, along with Mr. Gates from HVEDC, Misters Crotty and O'Donnell, met with the Town of Newburgh board and union representatives with regard to the Marketplace project, which is still a work in process.

OCCDC was addressed by the auditors.

CNC Advanced Manufacturing will also be addressed at April's meeting, as there is some good news regarding grants to share.

There was a decision on the CPV/New Hampton Fire District's Article 78, and it was favorable. Mr. O'Donnell's original decision, along with Mr. Crotty's appeal decision, was upheld and the case was won.

Lastly, Mr. Crotty has prepared a resolution regarding the Annual Report, which was submitted to the authorities via the PARIS system. Mr. Steinberg asks if it has been distributed, and is advised by Ms. Villasuso that the PARIS system is entirely online, but all that was entered into the PARIS system is contained within the audit distributed earlier in the meeting. She also advises him that the glossy annual report prepared by Focus Media will be distributed in the near future.

Mr. Crotty reads Resolution Approving IDA Annual Report for 2011. Motion made by Steinberg, seconded by Schreibeis. Open for discussion. Affirmative votes of all members present resulted in motion carried.

[Mr. Brescia exits the meeting]

Shamrock Creek/Center Line Studios

Robert and Shelley Gray of Shamrock Creek inform Chairman Petro that they would like an extension of their Sales Tax Exemption letter, which expired December 31, 2011, and they would also like to postpone their payment of \$20K which has been due to the IDA since year 2011. Mrs. Gray advises the board that they have a pre-approval with Key Bank and will pay their \$20K fee when that loan closes. She notes that Walden Savings came in after the fire that destroyed their present building, and provided \$250K to help them get into their new building even though it's not quite ready. They are at the very beginning for making purchases with their exemption.

She adds that their STE has expired because they had intended to close on their financing in April of 2011, and also intended to pay the fee at that time, but the loan did not close, and then Hurricane Irene and a fire set them back even more.

Chairman Petro advises that a resolution will allow the STE to be renewed, and it will be renewed for an additional three months, expiring on June 30.

Mr. O'Donnell notes that there was a recent article in the Times Herald-Record regarding Shamrock Creek/Center Line Studios, in which it was written that they had \$3.5M in sales, and asks Mrs. Gray to explain that to the Board why the IDA fee wasn't paid with the money they earned in sales.

[TRANSCRIBE VERBATIM]

Gray: Well, I spent the year with Walden Savings Bank, basically, because last October they were the ones that showed interest in the project, it was a unique project. Um, we did come out of a bad economic time, even though our credit score is good, we have absolutely no cash flow. None. So that isn't...as you know, banks are looking for cash flow. It's the biggest C in the Credit Credit Cash Collateral. They don't care about it. So we spent the year dancing, doing whatever they wanted. They said "we want you to put money into this building, we want to see you own it," so we put every cent we had that we weren't paying old debt, we put into the building and did whatever we could. I mean, we renovated sections, we tried to get customers into storage which we [garbled] have. Um, and, really spent everything we could, then the hurricane came and we had to spend a hundred thousand dollars moving the Moodna Creek back where it was. And so we're just sitting here now, we're at our slow time, and then we had the fire, so no, we do not have the twenty thousand dollars. But I had always in my mind thought of it....

O'Donnell: Alright, I'm just trying to get my handle on the three-point-five-million dollars in sales, so has the Partnership seen any financial records from the company?

LaPerle: No.

Gray: Oh, I can give you anything you need.

O'Donnell: Well, that would help the Board, if they saw...

Gray: Right, to see. But I would think we're going to close very soon, and then that would be the final payment. I mean, we have a preapproval from Key Bank, that's who we're using now.

O'Donnell: If you could send that to us...

Gray: Well we, you know, they aren't looking for what Walden was looking for. Walden was looking for investment in, in the project. They, they didn't need architectural drawings, they didn't need

anything. Now Key Bank and Greater Hudson, the two banks that we're working with now, made us go get architectural drawings to the tune of ninety thousand dollars that we have to lay out to put out to bid to four separate construction companies. So now, you know, we're starting from scratch again and having to lay that money out. But we do have a preapproval from them and expect to close within a couple of months.

[END VERBATIM TRANSCRIPTION]

Ms. Gray agrees to send the bank documents that she has in her possession to both Mr. O'Donnell and the Partnership the next day.

Mr. Crotty reads Resolution Approving Sales tax Letter and IDA Fee Postponement for CenterLine Studios. Motion made by VanLeeuwen, seconded by Schreibeis. Open for discussion. Affirmative votes of all members present resulted in motion carried.

[Chairman Petro exits the meeting]

OCP Report

Ms. Halahan begins by discussing OCP's meeting with Goldman Sachs last month. They had a lead with a medical device company broker who can identify companies on the brink of expansion, cost cutting and/or relocation. The broker provided OCP with a list of 16 companies, and OCP prepared a marketing packet, speaking to medical device manufacturers regarding Orange County sites. While the response was underwhelming, Orange County is now on the radar for these companies should they need to expand in our direction.

Ms. Halahan displays this month's OCP ad in Site Selector magazine, which was an issue geared towards airport cities. While Orange County and Stewart were night highlighted in this issue, Ms. Halahan does have an article that OCP wrote about Orange County and Stewart that she will share with anyone who would like to see it. However, in a previous month, Orange County was highlighted, and OCP sent it out as a direct mail piece, along with their ad and a note to check out the article. They were contacted by a site selector from NAI Real Estate, who are international brokers with over 5,000 brokers and site selectors internationally and 350 locations. They invited OCP to their conference yesterday in Manhattan, in which OCP made a lot of contacts. One of the contacts is the head of an international brokerage firm, and invited OCP to their conference as their guest.

Ms. Halahan moves on to address advertising in the Wall Street Journal. While the ads are expensive, and only run for one – and have little shelf life – there is another option for advertising in the WSJ. Once a week, on their real estate day, they offer the option of having companies provide inserts, which can be anywhere from a few pages, to a magazine, to a book. On insert day, there is always one, and rarely more than two. They identified the areas they would like to target specifically, which are Northern New Jersey and Fairfield, CT. That's where OCP believes the largest market of CEOs and Corporate leadership reads the publication. OCP's insert will be 12 pages, and is in the design stages now. They will print about one hundred thousand to distribute in the WSJ, and to distribute at trade shows.

Ms. Halahan also heard from the former County Executive, who knows that OCP is looking to do international outreach. They've been trying to get in with the consulates and attaches in NYC, and while they've had some inroads, it's been a difficult process. The former County Executive informed them about a diplomatic expo twice a year – one in NYC, one in Washington DC – with

about 1000 attendees – ambassadors, diplomats, military leadership through the UN, etc. There are only 80 exhibitors at the expo, and the OCP has secured a table at the NYC show. They have gathered international marketing pieces and will distribute them at the show. Mr. Gregory asked if they would display the FTZ banner.

Additionally, they have 8 trade shows that they're doing throughout the country this year.

Finally, the OCP is embarking on a TV Advertising campaign. They will do ads in the northern NJ and CT areas, and is already in the design phase. They are identifying the networks they would like to be on and the network they'd like to reach.

With no further business, meeting called for adjournment by Mr. O'Donnell; motion made by Mr. VanLeeuwen, seconded by Steinberg, the time being 5:18 p.m.

Orange County IDA

Received April 2012		
	Tabel	
	Total	0.00

Vouchers & Payments April 2012

Judelson, Giordano & Siegel, PC (2011 Audit)	11,000.00
Crain's	29.95
Rider, Weiner & Frankel (Audit Response)	412.50
Phil Crotty (Expense)	51.47
Phil Crotty (Jan 20, 2012 - Feb 16, 2012)	7,715.72
Orange County Partnership (1st Quarter 2012)	50,000.00
Orange County Business Accelerator (2nd Quarter 2012)	170,500.00
Newburgh Armory CSArch	45,982.26
Newburgh Armory CSArch	2,975.97
Newburgh Armory CSArch	2,100.00
Newburgh Armory Rick Milton & Associates	1,150.00
Newburgh Armory Rick Milton & Associates	683.02
Newburgh Armory Vardon, Inc.	14,972.00
Total	307,572.89

THE ORANGE COUNTY INDUSTRIAL DEVELOPMENT AGENCY

COUNTY GOVERNMENT CENTER

			GOSHEN, NY 10924			
Mar	(Date)					
	40	 -	Pay ToJudelson, Giordano & Siegel, PC			
(For Agency Use Only) Address <u>633 Route 211 East</u>						_
	Claim No.	<u> </u>	Middletown, NY 10941			_
DATE	QUANTITY		ESCRIPTION OF MATERIALS OR SERVICES	UNIT PRICE	AMOUN	I/IP
3/21/12	N/A	ļ		ONTERICE	AMOUN	T
	13/21	Audit	f December 31, 2011 Financial Statements		11,000	00
				i j j		ł
į						
				}		
						ļ
,						
				TOTAL	\$11,000	00
Agency.	50	icy Use On	***************************************	of the Orange County Indu	strial Developm	ent
_	OF NEW YORK: COUN					
of J	ud e/son G	on or firm	says that he/she is V. President Title (President or other o	ffice or member)		
The clai epresentatives that the lisbursements were a	mant mentioned in the wi he above claim is true and actually and necessarily m	thin claim, is correct, that ade; that the	duly authorized to execute this proof of claim, and hereby certifies to the Orange Cou the services charged for were actually rendered, that the articles charged for therein has whole amount claimed remains due, owing and unpaid, and that there are no federal, s	nty Industrial Development A ave been furnished and deliver tate or city taxes included in s	gency, its officers red; that the aid claim	and
Claiman Development Agency	it further certifies that neit y.	her himself, 1	nor any of his employees, having an interest, direct or indirect, in this claim, are office	rs or employees of the Orange	County Industrial	
Claiman ndustrial Developme	t, a corporation, certifies tent Agency.	hat no office	or employee of said corporation, having an interest, direct or indirect, in this claim, a	re officers or employees of the	Orange County	
			ge County Industrial Development Agency, certifies that this claim is only for comper			;
			sions of Article IV of the By-Laws of Orange County Industrial Development Agency			
	(F 4. =		17	0 /1	7	
1	(For Agency Use Only)		Signature of Claimant Date 3-26-12	soul	<u>(~</u>	
1	Date		Date 3-26-12			
1					_	

(Form updated July 2009)

Judelson, Giordano & Siegel, PC

633 Route 211 East Middletown, NY 10941 845-692-9500

Date:

March 21, 2012

Invoice No.: 130808

Client No.:

70724.1

Orange County Industrial Development Agency 255 Main St Goshen, NY 10924

For professional services rendered:

Audit of December 31, 2011 Financial Statements

\$___11,000,00

THE ORANGE COUNTY INDUSTRIAL DEVELOPMENT AGENCY

COUNTY GOVERNMENT CENTER GOSHEN, NY 10924

	April 2, 2012		GOSHEN, NY 10924			
	(Date)		D			
	Pay To <u>Crain's New York Business</u> (For Agency Use Only)					
	Address <u>16626 Collection Center Dr.</u>					_
	Claim No.		Chicago, 1L 60693-0166			_
DAT	E QUANTITY	D	ESCRIPTION OF MATERIALS OR SERVICES	UNIT PRICE	AMOUN	NOT.
April 2			k Subscription to Crain's New York Business	UNITRICE	AMOUN 29	95
				TOTAL	29	95
	ed by CFO	ITY OF ORA	To be signed by the Officer of	the Orange County Industrial Dev	relopment Agency	
-			says that he/she is Title (President or other of	05		
Trepresentative		thin claim, is	duly authorized to execute this proof of claim, and hereby certifies to the Orange Courthe services charged for were actually rendered; that the articles charged for therein hawhole amount claimed remains due, owing and unpaid, and that there are no federal, st	nty Industrial Development A		and
(Development	Claimant further certifies that neit Agency.	her himself, r	nor any of his employees, having an interest, direct or indirect, in this claim, are officer	rs or employees of the Orang	e County Industria	1
ndustrial Dev	Claimant, a corporation, certifies relopment Agency.	that no officer	r or employee of said corporation, having an interest, direct or indirect, in this claim, a	re officers or employees of th	e Orange County	
C performance o	Claimant, is an employee or office of duties.	er of the Oran	ge County Industrial Development Agency, certifies that this claim is only for compen	nsation and or necessary expe	nses incurred in th	e
1	This certification is made pursuar	nt to the provi	sions of Article IV of the By-Laws of Orange County Industrial Development Agency	:		
Dated	(For Agency Use Only)		Signature of Claimant			
1			Date		_	

(Form updated July 2009)



Please return this form with payment to: Crain's New York Business Subscriber Services 16626 Collection Center Drive Chicago, IL 60693-0166

SUBSCRIPTION INVOICE

DISREGARD if payment was sent within 30 days of this date: 4/11/12

AMOUNT DUE:

\$29.95 / 52 WEEKS

☐ Check enclosed Card #	Charge Card:	☐ AmEx	☐ MasterCard	☐ Visa ☐ Discover	-
Signature					_

CNOEI2 A 001246 /5/3

000037652341 B207214 JAMES O'DONNELL ORANGE COUNTY IDA GOSHEN, NY 10924-1619

Please insert or correct information below:

ORANGE COUNTY IDA Your Company Name

EXEC DIR

Your Title or Job Function

GOVERNMENT/SOCIAL SERVICES **Nature of Company Business**

PLEASE PROVIDE E-mail

114120720521 037652341 02995 00000 000100001400 0

▲ Detach here and mail this portion in the enclosed reply envelope today! ▲

Subscriber Name JAMES O'DONNELL **Account Number** 000037652341

Total Due \$29.95

REMINDER NOTICE — PAYMENT IS DUE

Dear James O'donnell:

Thank you for subscribing to Crain's New York Business. We hope that you have enjoyed the issues we have sent so far. We look forward to serving you and our editors will work hard to ensure that we deliver on everything we promised.

To make sure you receive the issues ahead, please take a moment to return the above form with your payment.

Again, we thank you for your order. I think you'll find Crain's New York Business to be everything you expected - and more.

Cordially,

Michael O'Connor

Michael O'Connor Audience Development Director

P.S. If you don't personally do the purchasing for this publication, please check with your accounting department to see that payment is on its way.

CNI₂



CNFM

RIDER, WEINER & FRANKEL, P.C.

ATTORNEYS & COUNSELLORS AT LAW

655 LITTLE BRITAIN ROAD NEW WINDSOR, NEW YORK 12553

(MAILING ADDRESS;)
POST OFFICE BOX 2280
NEWBURGH, NEW YORK 12550
TEL. (845) 562-9100
FAX (845) 562-9126

firm@riderweiner.com www.riderweiner.com M.J. RIDER (1906-1968) ELLIOTT M. WEINER (1915-1990)

STEPHEN P. DUGGAN, III BRUCE C. DUNN, SR. COUNSEL

> CRAIG F. SIMON OF COUNSEL

1289 RT. 9 SUITE #3 WAPPINGERS FALLS, NY 12590 (845) 632-6094

March 26, 2012

Mr. James D. O'Donnell Office of the County Executive 255 Main Street Goshen, NY 10924

RE: GE Commercial Finance v. Orange County IDA – Invoice No. 54083

Our File No. 4018.1

Dear Mr. O'Donnell:

DAVID L. RIDER

CHARLES E. FRANKEL

MICHAEL J. MATSLER

RODERICK E. DE RAMON

M. JUSTIN RIDER (NY AND FL)

VIKAS VARMA (NY AND INDIA)
DEBORAH WEISMAN-ESTIS (NY AND NJ)

JEFFREY S.E. SCULLEY (NY AND IL)

MAUREEN CRUSH

MARK C. TAYLOR

DONNA M. BADURA

SHAY A. HUMPHREY

DARREN H. FAIRLIE

Enclosed is our statement for services rendered through March 15, 2012, which pertains to an audit response concerning the above referenced matter.

If you have any questions, please do not hesitate to call me.

Very truly yours,

M. Justin Rider

MJR:kac Enclosure



RIDER, WEINER & FRANKEL, P.C.

ATTORNEYS & COUNSELORS AT LAW
655 Little Britain Road
New Windsor, NY 12553
(845) 562-9100 Fax (845) 562-9126
Tax ID 14-1660010

March 21, 2012

Invoice No.

54083

Our File No.

4018-00001

MJR

Billing Through: 3/15/12

James D. O'Donnell Office of the County Executive 255 Main Street Goshen, NY 10924

GE Commercial Finance v. Orange County IDA

FOR PROFESSIONAL SERVICES RENDERED

1/31/12 MJR NO CHARGE - Receipt and review fully executed Stipulation and email P. Crotty. 3/5/12 MJR Prepare audit letter response and email Judelson Giordano.

Timekeeper Summary

<u>Name</u>		<u>Hours</u>
MJR	Rider, M. Justin	1.80

Total hours for this matter	1.80	hrs

BILLING SUMMARY

TOTAL FEES	\$412.50
TOTAL CHARGES FOR THIS BILL	\$412.50
BALANCE FORWARD AS OF BILL DATED 1/19/12	\$230.59
LESS PAYMENTS APPLIED	\$230.59
PLUS NET BALANCE FORWARD	\$0.00
TOTAL BALANCE NOW DUE	\$412.50

RIDER, WEINER & FRANKEL, P.C.

ATTORNEYS & COUNSELORS AT LAW 655 Little Britain Road New Windsor, NY 12553 (845) 562-9100 Fax (845) 562-9126 Tax ID 14-1660010

March 21, 2012

Invoice No.

54083

Our File No.

4018-00001

MJR

Billing Through: 3/15/12

James D. O'Donnell Office of the County Executive 255 Main Street Goshen, NY 10924

GE Commercial Finance v. Orange County IDA

BILLING SUMMARY

TOTAL FEES	\$412.50
TOTAL CHARGES FOR THIS BILL	\$412.50
BALANCE FORWARD AS OF BILL DATED 1/19/12	\$230.59
LESS PAYMENTS APPLIED	\$230.59
PLUS NET BALANCE FORWARD	\$0.00
TOTAL BALANCE NOW DUE	\$412.50

THE ORANGE COUNTY INDUSTRIAL DEVELOPMENT AGENCY

COUNTY GOVERNMENT CENTER GOSHEN, NY 10924

	Anri	15, 2012		GOSHEN, NY 10924				
-	7171	(Date)						
		(For Agency Use Only	0	Pay To Philip Crotty, PC				
			´	Address P.O. Box 363				
		Claim No.		Cornwall on Hudson, NY 12520				
	DATE	QUANTITY		DESCRIPTION OF MATERIALS OR SERVICES				
	April 5,			SERVICES	UNIT PRICE	AMOU	VT	
	2012		Expens	se - Lunch		51	47	
					TOTAL		1_	
_					TOTAL	51	47	
	Reviewed by CF	$\overline{}$			the Orange County Industrial Dev			
	STATE	OF NEW YORK: COUN	TY OF OR	ANGE				
		Philip A. Crotty		says that he/she is President				
	of	Philip A. Crotty, PC Name of corporation	on or firm	Title (President or other off	ice or member)			
epr isb	ursements were a	ectually and necessarily m	ade; that the	s duly authorized to execute this proof of claim, and hereby certifies to the Orange Count the services charged for were actually rendered; that the articles charged for therein has whole amount claimed remains due, owing and unpaid, and that there are no federal, stated	we been furnished and deliver ate or city taxes included in s	ed; that the aid claim.		
ev	Claiman elopment Agency	t further certifies that neit	her himself,	nor any of his employees, having an interest, direct or indirect, in this claim, are officers	s or employees of the Orange	County Industria	l	
ndu	Claiman strial Developme	t, a corporation, certifies t nt Agency.	hat no office	er or employee of said corporation, having an interest, direct or indirect, in this claim, are	e officers or employees of the	e Orange County		
				nge County Industrial Development Agency, certifies that this claim is only for compens			9	
ŞI 1(exper	ises meatred in the		
		is mude pursuali	t to the prov	visions of Article IV of the By-Laws of Orange County Industrial Development Agency.				
		(For Agency Use Only)		Signature of Claimant				
				Signature of Claimant				
		Date		Date				
				}				

(Form updated July 2009)

IDA LANCH W/ DICK FREDERICKSON & LANCH OO13 MANN RE ALBANY Server: RAY I IDA POR 7

Schlesinger's Steak House 475 Temple Hill Rd. New Windsor, NY 12553 (845)561-1762 MERCHANT #:

4-5-12

CARD TYPE

ACCOUNT NUMBER
XXXXXXXXXXXXXXXX

00 TRANSACTION APPROVED AUTHORIZATION #: 00525P Reference: 0405010000013

TRANS TYPE: Credit Card SALE

CHECK:

43.47

TIP:

800

TOTAL:

51 47

× Balletold

PHONE: () ~
Duplicate Copy

CARDHOLDER WILL PAY CARD ISSUER ABOVE AMOUNT PURSUANT TO CARDHOLDER AGREEMENT top copy -> customer

THE ORANGE COUNTY INDUSTRIAL DEVELOPMENT AGENCY

COUNTY GOVERNMENT CENTER GOSHEN, N.Y. 10924

	April 1, 2012	То	Philip A. Cr	rotty, P.C.			
(Fe	or Agency Use Only)	Address	P.O. Box 36	53			
	•		Cornwall or	1 Hudson, NY 1252	20		
Claim No.							
DATES	QUANTITY	DESCRIPTION OF M	MATERIALS O	R SERVICES	UNIT PRICE	AMOUN	IT.
Month of February, 2012: January 20, 2012 to February 16, 2012		IDA Attorney –Legal attached for month of resolution adopted Jar General IDA Company Financings Business Accelerator Expense- Lunch	January 2012, nuary 18, 2012 \$4347.50 \$2220.00 \$1110.00 38.22	, per IDA	TOTAL	7715.72	
Agency.	it the above named article ned, for the purposes and ewed by CFO	s, in the quantities specified were d at the times indicated; and that such	elivered to me upon to articles were for the	sole use and benefit o	of the Orange County Ind	ustrial Developme	
STATE OF N	EW YORK: COUNTY OF C	PRANGE					
			Says that he is	President			
P1	resident or other office or me	Ol	f the	Philip A. Crotty, P.C.			
The claimant mentioned in representatives that the abordisbursements were actually Claimant furthe Development Agency. Claimant, a cordindustrial Development Age Claimant, is an performance of duties.	the within claim, is duly authore claim is true and correct; to and necessarily made; that the certifies that neither himse poration, certifies that no offency, employee or officer of the O	orized to execute this proof of claim, and that the services charged for were actually he whole amount claimed remains due, of lift, nor any of his employees, having an infection of the management of the properties of the By-Laws of the By-Laws of the services of the By-Laws of the services of the By-Laws	d hereby certifies to the y rendered; that the artic owing and unpaid, and the interest, direct or indirec- ving an interest, direct of gency, certifies that this	Orange County Industrial cles charged for therein ha hat there are no federal, si t, in this claim, are officer r indirect, in this claim, as claim is only for compen	I Development Agency, its of ave been furnished and deliver tate or city taxes included in the or city taxes of the Orangere officers or employees of the assistion and or necessary expensions.	fficers and ered; that the said claim. ge County Industrial the Orange County	
Dated		•••••	Philip	A. Crotty	•		
Audited(Date)			Signat	April 1, 2012			

Philip A. Crotty, P.C. P.O. Box 363 Cornwall-on-Hudson, NY 12520 845-401-8000 (cell) Philip.crotty@yahoo.com

Orange County IDA Chief Financial Officer Orange County IDA Executive Director Orange County IDA Chairman and Members Orange County Government Center Goshen, NY 10924

Re: Legal Billing for February 2012

April 1, 2012

A. General:

1-20-12 Attention to New Hampton Fire District Art 78, T/C Atty Rick Golden, e-mail exchange with attorney; attention to audit of OCCDC per conference with auditors, and e-mail to bond counsel re compliance.

1.0 hr

1-23-12 Participate in advanced manufacturing meeting at OCBA with machine distributor Fryer and stakeholders.

1.0 hr

1-24-12 Attention to e-mails re IRS audit of Tuxedo Park Place, and e-mail exchange with bond counsel; prepare memo on advanced manufacturing meeting yesterday and distribute;
1.0 hr

1-25-12 Following t/c with Attorney D. Cordisco, attention to e-mails re Orange County Partnership dispute with ABO concerning IDA "created" and IDA funds; e-mail re check-ups on construction projects at Newburgh Armory and Paramount Theater; attention to e-mails re hi-tech manufacturing project.

1.0 hr

1-30-12 Review 2011 audit letter from IDA accountants, and prepare attorney opinion letter as requested; attention to e-mail from John Steinberg re additional changes to micro-loan program, and e-mail exchange with Ron Hicks re Rockland micro-loan program.

1.0 hr.

1-31-11 Prepare letter to Atty Rick Golden requesting opinion letter as to Chairman Petro working in economic development for Town of New Windsor and also serving as IDA chairman.

.8 hr

- 2-1-12 E-mail exchange with Atty Matsler office re O/C Choppers final settlement; review Town of Chester e-mail and contract re request IDA pay for TV infomercial for economic development in Chester; attention to several e-mails re hi-tech manufacturing project, t/c Member Armistead re manufacturing project, and T/C Don Green re next week trip to Washington, D.C; attention to e-mail re claw-backs on IDA projects. 1.2 hr
- 2-2-12 E-mail from Exec Dir and M. Oates re Hudson Valley Food and Beverage Alliance, e-mail memo re need "agent" designation if IDA provides funds, and e-mail to HVEDC for more info for IDA resolution; prepare e-mail to Supervisor Neuhaus re Town of Chester request for \$19,800 for town ads. 1.0 hr
- 2-3-12 Conf. w/ M. Oates re Hudson Valley Food and Beverage request for \$20,000 grant, and discuss IDA resolution in Feb.; attention to hi-tech manufacturing program and building; attention to e-mail from Ron Hicks re micro-loan program, as requested by John Steinberg.

1.0 hr

- 2-6-12 Attention to e-mails re Governance Committee and Micro-loan committee; initial prep for 2011 annual report, and conf/ with Exec Dir; several T/C and e-mail exchange with Don Green re CNC manufacturing project, and site visit to take photos of building. 1.0 hr
- 2-7-12 IDA February meeting prep, review Paramount Theater grant request form, prepare IDA resolution for Paramount; and T/C IDA secretary re grant procedure. 1.0 hr
- 2-8-12 Attention to 2011 IDA audit re IBM section for attorney opinion letter and prepare revised letter to auditors; attention to IDA secretary request re info for IDA analytics project.

1.0 hr

2-9-12 and 2-10-12 Attend meeting in Washington, D.C. with three officials at National Science Foundation and Don Green from SUNY Orange to seek \$900,000 grant over three years for advanced manufacturing. 4.0 hrs

2-11-12 Prepare two sections of annual report as required by PAAA, specifically projects accomplished and internal controls; T/C with IDA secretary re annual report. requirements.

1.5 hr

- 2-13-12 Attention to CPA firm inquiry re Roadlok owned by IDA now; attention to final judge-ordered settlement in O/C Choppers litigation resolved favorably to IDA; attention to re-draft of Paramount Theater project-funding resolution.

 1.0 hr.
- 2-14-12 T/C and e-mail exchange with bond counsel and IDA secretary re revising IDA Uniform Tax Exemption Policy (UTEP), review proposed amendment, and prepare resolution for Feb IDA meeting.

 1.0 hr
- 2-15-12 Attend IDA meeting and present resolutions; attend Governance Committee meetings prior to IDA meeting.
 3.0 hr
- 2-16-12 Attention to post-IDA meeting matters including amended UTEP, and insurance coverage for OCBA.

 1.0 hr

B. Company Financings:

- 1-23-12 Attention to All-Granite preliminary application, and e-mail exchange bond counsel re setting public hearing; attention to Project Shield aka Carlisle manufacturing full application and upcoming public hearing.

 1.0 hr
- 1-24-12 E-mail exchange with attorney for Leejes Amusement Corp re re-financing "The Castle", and t/c and e-mails with bond counsel; attention to legal docs in matter of IRS audit of IDA bonds of Tuxedo Park Place.

 1.0 hr
- 1-28-12 Attention to e-mails and actions re Carlisle Construction PILOT, attention to public hearing notice; attention to Marketplace PILOT; review final stipulation of settlement in Orange County Choppers with GE Capital.

 1.0 hr
- 1-30-12 T/C and e-mail exchange with Atty Golden re info needed for affidavits re CPV for response to Article 78 by New Hampton Fire District; .7 hr

- 1-31-12 Review Article 78 reply papers prepared by Atty Rick Golden re New Hampton Fire District and comment; e-mail exchange with IDA secretary and Atty Cordisco re All Granite application; e-mail exchange and T/C re site visit to Active Ventilation.

 1.3 hr
- 2-1-12 T/C steno to arrange for Carlisle public hearing, attention to e-mail re Carlisle; conference with bond counsel re The Marketplace; e-mail exchange with IDA secretary and bond counsel re Old Granite public hearing and preliminary resolution.

 1.0 hr
- 2-2-12 T/C with John Bainardi, Esq. re The Marketplace application, T/ Nbg approval, union support, SEQR, and anticipated Article 78; t/c IDA secretary re agenda items for Feb regarding several companies.

 .5 hr
- 2-3-12 Conf. call with Exec Dir and bond counsel re The Marketplace PILOT terms; conf call with Exec Dir and bond counsel re PILOT payment due for North Jersey Truck and Trailer; e-mail exchange and T/C with IDA secretary re Choppers further legal bill; attention to e-mail from Town of Newburgh Atty Taylor re old Adams Fairacre PILOT. 1.0 hr
- 2-7-12 Attend public hearing re Carlisle Construction at Town of Hamptonburgh; e-mail exchange with bond counsel and O/C Comm. of Real Property re Carlisle PILOT. 1.5 hr
- 2-8-12 Review public hearing transcript for Carlisle Construction public hearing; T/C Wilder re PILOT for The Marketplace; prepare IDA resolution to change PILOT policy to include retail; 1.0 hr
- 2-9-12 Attention to several e-mails and T/C's re The Marketplace application and related analysis, and request from Newburgh Mall for disclosure.

 .5 hr
- 2-10-12 Attention to IRS letter re Tuxedo Park Place audit; attention to several more emails re The Marketplace UTEP and PILOT; review Carlisle Construction SEQR with bond cousnel.

1.0 hr

2-14-12 T/C's and e-mail exchange re FOIL demand by Newburgh Mall re The Marketplace.

.5 hr

C. Orange County Business Accelerator:

1-23-12 E-mail exchange re Latura close-out and new tenants.

.8 hr

1-31-12 Attendance at OCBA to discuss tenant situations.

.7 hr

2-2-12 Conf. w/ Managing Director re revised website and new round of TV ads.

.5 hr

2-6-12 E-mail exchange with Managing Director re jobs numbers .

.5 hr

2-7-12 Conf with OCBA Managing Director re mandatory review of IDA procurement policy; conf. Managing Director re OCBA section for 2011 IDA annual report.

2-10-12 T/C Managing Director re new website introduction next week, and when to preview.

.5 hr

2-13-12Conference with IDA officials and OCBA Managing Director re website revisions.

.5 hr

2-14-12 Conference re First Columbia letter of intent to lease second floor with IDA option to buy building; site inspection of second floor; review F/C letter of intent; prepare IDA resolution to lease and buy per letter of intent.

1.0 hr

2-15-12 Conference at OCBA with Managing Director and Ms. Grosso (by phone) re IDA website.

.5 hr

IDA General Legal	\$4347.50
IDA Company Financings	2220.00
Orange County Business Accelerator	1110.00
Expense-Lunch (Anthony Campagiorni)	38.22
Total	\$7,715.72

EXPENSE

ANTHONY LAMPAGIORNI
1217 RI 300 UNION AVE.
NENBURGH NY 125501
845 567-1556
(HANK COU

Herihant II: 006002926375 lete II: 00617765 Ret #: 0404 herice II: 10

Sale

MASTERCARD Entry Method: Swiped

Amount:

\$ 32.22

Tip:

38.22

03/07/12

Total:

12:47:10

Inv #: 000004 Appr Code: 00701P Apprvd: Online Batch#: 00059?

Customer Cony

IT IS A PLIASURE TO

THE ORANGE COUNTY INDUSTRIAL DEVELOPMENT AGENCY

COUNTY GOVERNMENT CENTER GOSHEN, NY 10924

			GOSHEN, NY 10924			
<i>P</i>	(Date)					
	(24,6)		Pay To Orange County Business Accelerator			
	(For Agency Use Only)					
			Address 4 Crotty Ln., Suite 100			
	Claim No.		New Windsor, NY 12553			
DATE	QUANTITY	D	ESCRIPTION OF MATERIALS OR SERVICES	UNIT PRICE	AMOUN	Г
01/05/2012	1	\$170.50	from IDA to Omner Courty Buring A			
0 17 05,2012		Checkin	O from IDA to Orange County Business Accelerator g Account (2nd Querter みしょ)		\$170,500	00
			(Zha Quester 2012)			
				1		
					į.	
	İ			TOTAL	\$170,500	00
				101112	Ψ170,500	00
Reviewed by Cl	(For Agen	cy Use Only		the Orange County Industrial De	velopment Agency	•••
STATE	OF NEW YORK: COUN	TY OF ORAI	NGE			
	Peter J. Gregory		says that he/she is Managing Director			
of	Orange County Busin Name of corporation	ness Accelerat	Of Title (President or other of	lice or member)		
rebrezemantacz mari	imant mentioned in the wit	thin claim, is o	duly authorized to execute this proof of claim, and hereby certifies to the Orange Cour the services charged for were actually rendered; that the articles charged for therein ha whole amount claimed remains due, owing and unpaid, and that there are no federal, st	on have Constituted and delice.	4 4 44	ınd
Claima Development Agenc	nt further certifies that neit y.	her himself, n	or any of his employees, having an interest, direct or indirect, in this claim, are officer	s or employees of the Orang	e County Industrial	
Claima Industrial Developm	nt, a corporation, certifies t ent Agency.	hat no officer	or employee of said corporation, having an interest, direct or indirect, in this claim, ar	e officers or employees of the	e Orange County	
Claimar performance of dutie	nt, is an employee or office s.	r of the Orang	ge County Industrial Development Agency, certifies that this claim is only for compen	sation and or necessary expe	nses incurred in the	
This ce	rtification is made pursuan	t to the provis	tions of Article IV of the By-Laws of Orange County Industrial Development Agency.			
					7/ 1	
-	(For Agency Use Only)		Signature of Claimant	K 60 32	7	
1			4/11/12	_	- / '	
1	Date		Jours			
Paid by Check		10=				

(Form updated July 2009)

THE ORANGE COUNTY INDUSTRIAL DEVELOPMENT AGENCY

COUNTY GOVERNMENT CENTER

April 9, 2	2012 (Date)	GOS	SHEN, N.Y. 10	924				
		Pay To	Orange County	/ Partnership				
(Fe	or Agency Use Only)	Address	40 Matthews S	Street Suite 108				
Claim No.			Goshen, NY					_
DATE	QUANTITY	DESCRIPTION	DE MATERIAL C					
		DESCRIPTION (JE MATERIALS	OR SERVICES	UNIT PR	ICE	AMOUN	T
	N/A	1st Quarter - 2012			N/A		\$50,000	00
					1			
	9							
					TOTAI		\$50,000	00
I HEREBY CER	TIEV that the share						·	
Agency. Reviewed by CFO	(For Agency Use O	ed articles, in the quantities so t the times indicated; and that inly)	t such articles were for	the sole use and benefit of	ure Orange Cou	nty Indus	trial Developme	ered ent
				or to a second of	che Orange County Ind	ustrial Dave	lopment Agency	
	EW YORK: COUNTY OF O	RANGE						
		says that he/s	she is <u>Presiden</u>					
Of theO	range County Partners Name of corporation or firm of	aip		Title (President or other of	nce or member)			
Total Bottainty	and necessarily made; that th	is duly authorized to execute this at the services charged for were a e whole amount claimed remains , nor any of his employees, havin	due, owing and unpaid, a	nd that there are no federal, st	ate or city taxes inc	nu acuvere hided in ee	id claim	
		er or employee of said corporation						
		ange County Industrial Developm			sation and or necess	sary expens	es incurred in the	
This certification	n is made pursuant to the pro-	visions of Article IV of the By-La	aws of Orange County Inc	lustrial Development Agency.				
Dated	ncy Use Only)	Si	ignature of Claimant	An Able	1	7	_	
	_ Date		Date _	04/09/12		_		
						Œ	undeted P-1	2000

Maureen Halahan President/CEO



40 Matthews Street, Suite 108
Goshen, NY 10924
(845) 294-2323
Fax: (845) 294-8023
info@ocpartnership.org
http://www.ocpartnership.org

EXECUTIVE DIRECTORS:

Alan Seidman Chairman

Richard Rowley Vice Chair

Alan Marks
2nd Vice Chair

Rolland B. Peacock, III

James P. Smith

Duane Albro

DIRECTORS:

Scott Batulis
James Bodrato
Dominic Cordisco
F. Edward Devitt
Hon. Edward A. Diana
Brian Dimisko
Richard Heslin
Robert Hatfield
William Longhi
Jen Memmelaar
James Petro
Hon. Michael Pillmeier
Dr. William Richards
Derek Scott

DIRECTORS EMERITI:

Donna Cornell Robert Hannan Louis Heimbach Woody Levitan David MacFarland Ralph Martucei William Vacca

ALLIANCE FOR BALANCED GROWTH:

John Lavelle, Co-Chair Dominic Cordisco, Co-chair April 5, 2012

Orange County IDA 255 Main Street Goshen, New York 10924

ATT: Laurie Rendleman

Due to the Orange County Partnership for first quarter 2012 marketing \$50,000

ORANGE COUNTY PARTNERSHIP MARKETING EXPENSE FIRST QUARTER 2012

	Hours		
	January	February	March
Maureen Halahan	131.0	119.0	161.0
Marge LaPerle	90.0	95.0	79.5
Meghan Taylor	137.0	136.5	144.0
Sarah Brosnan	96.0	139.0	156.0
Virginia Forni	12.0	10.5	22.0
Maryanne Monte	7.5	8.5	8.0
Monthly Hours	473.5	508.5	570.5
Monthly Cost	\$17,542.91	\$17,555.88	\$20,631.43

Total Marketing Hours
Total Marketing Expense

1552.5 \$55,730.22



Name:	Maureen Halahan	
lonth:	January 2012	
Date		
	Client phone calls and e-mails	Time
0 1700/12	Client meeting/Mountco	2
	President Container conference call-NYS incentives	2
	Preparation for LO ED session-PP Presentation	2
	Aggregate time to review and respond to emails and calls (end of day)	1
01/04/12	Leadership Orange Economic Development Presentation and panel discussion	2
	President Container issue - calls-emails	3
	Aggregate e-mails and return calls	2
	Meeting with Taylor BioMass	2
01/05/12	President Container retention issue	1
	Brookfield Project	1 1
	Project Shield/Town of Hamptonburgh Planning Board	1
	Aggregate time to review and respond to emails and calls	4
01/06/12	JEDI meeting (Village of Goshen)	2
	Project Shield/HV Crossing	2
	NJ Broker call interested in properties	1 1
	Aggregate time to review and respond to emails and calls	1.
01/09/12	Brookfield Project support/letters/emails	2
	Food & Beverage Round Table	2
	Project Shield	2.
	Aggregate time to review and respond to emails and calls	1.
01/10/12	Planning for marketing campaign	1.
	Marketing strategy meeting with consultants	1.
	Aggregate time to review and respond to emails and calls	2.
01/11/12	HVEDC -Regional Council follow-up meeting	2.
	Blackbourne Development - Hamptonburgh	2.
	Focus Media request follow up	2.
	Aggregate time to review and respond to emails and calls	1.
	Brookfield Public Hearing	<u>-1.</u>
01/12/12	NYS Legislative Briefing/ networking and marketing	4.
	Town of Chester/Camp LaGuardia email and calls	2.
	Marketing meeting	1.
	Aggregate time to review and respond to emails and calls	1.
01/13/12	Town of Wawayanda meeting -update on CPV, Brookfield, Dolsontown Rd. Corridor	2.
	Millennium Pipeline - meeting with executives	2.
	President Container (conference call prep and call with Sen. Larkin)	1.
	Town of New Windsor - Jim Petro-New Windsor Properties	2.
01/16/12	Holiday-MLK (Answered e-mail and return phone calls	2.
01/17/12	Marketing - AJ Ross/Business Facilities Magazine	2.
	Aggregate time to review and respond to emails and calls	1.
01/18/12	Prep Project Shield for IDA meeting	2.0
<u> </u>	ABG luncheon w/ Ken Adams, speaker	1.0
	OC IDA meeting - support for Project Shield	2.5
01/19/12	ABG Steering Committee meeting	3.
01110112	Aggregate time to review and respond to emails and calls	2.0
01/20/12	JEDI meeting (Village of Goshen)	2.5
0 1/20/ 12	Mid-Orange Correctional meeting	1.5
	Aggregate time to review and respond to emails and calls	1.5
01/23/12	Medical Device/Distribution meeting	2.0
01/24/12	Mid-Hudson Regional Council	6.0
<u> </u>	CPV meeting	2.5
01/25/12	Town of New Windsor - Jim Petro-New Windsor Properties	2.0
01/20/12	Aggregate time to review and respond to emails and calls	2.5
01/26/12	Marketing meeting - First Impressions	2.5
,_0, 12	Aggregate time to review and respond to any """	1.6
11/27/12	Aggregate time to review and respond to emails and calls Varwick Coalition meeting (MHCF)	2.5
	The Castle expansion	1.5
 ;	Ingregate time to review and record to any it and it	1.0
1/30/12	Aggregate time to review and respond to emails and calls rade Show planning	2.0
1130112	rade only planning	1.5
11/31/42	aggregate time to review and respond to emails and calls	1.5
1131/12	2 & R client meeting	1.0
	IVEDC Shovel-ready meeting	2.0
<u></u>	rep and conference call - MidHudson Regional Council	1.5
	ggregate time to review and respond to emails and calls	2.5
. [Total Hours	131.0

	l l
February 2012	
Antivita	
Project Rocky site tour	Ti
Alliance for Balanced Growth conference call	
Marketing meeting - AJ Ross	
Aggregate time to review and respond to emails and calls	
Project Shield - Town of Hamptonburgh public bearing	
Aggregate time to review and respond to emails and calls	
Mid-Hudson Regional Council-Albany	
Client meeting - Tetz Echo Lake/Bloomfield	
Client meeting - Town of Wawayanda/Brookfield	
Aggregate time to review and respond to ample and not	
Meeting with County Executive	
Aggregate time to review and respond to emails and calls	
Marketing strategy meeting	
Town of Newburgh/Airport properties meeting	
Aggregate time to review and respond to annull and all	
Aggregate time to review and respond to emails and calls	
Marketing meeting - AJ Ross	
Aggregate time to review and respond to emails and calls	
Aggregate time to review and respond to emails and calls	
Agreeate time to review and meeting	
Town of New Windsor conference call (Coarse Coarse) and Calls	
Client meeting - Matrix	
DA meeting - Marketplace	
SUNY Orange - Advanced manufacturing	
Aggregate time to review and respond to emails and calls	
OC Chamber of Commerce - prospect meeting	
Association of Towns conference	
Aggregate time to review and respond to emails and calls	
Vetlands remapping issue - letters	
J Ross Creative Media meeting	
roject Shield calls	
like Levensohn - various connemic development and levelopment	
psilon - retention/expansion project	
illage of Goshen - Epsilon meeting	
Ansfield Commercial Real Estate - Town of Wallkill, property issue	
ublic hearing announcement for County Executive	
psilon expansion conference call	
garegate time to review and respond to ample and all	
reparation of IDA PowerPoint presentation for IEDI meeting	
ress interview	
Cloud computing system link (Belsito)	
repared notice for public hearing 911 center (stimulus initiative	
Pl meeting	
arketing meeting with 8 Hats High	
agregate time to review and respond to emails and calls	
arketing and development of message for new phone system	
Record Interview on Job Creation in Orange County	
afe Spice letter of support	
gregate time to review and respond to emails and calls	
epare incentives packets and properties to present at Black Creek meeting	
ient meeting - Shalom Lamm-Black Creek	
epare figures for State of the County address	
/EDC: call - Project Pocky	
	Activity Project Rocky site tour Alliance for Balanced Growth conference call Marketing meeting - AJ Ross Aggregate time to review and respond to emails and calls Marketing conference call - AJ Ross Creative Media Project Shield - Town of Hamptonburgh public hearing Aggregate time to review and respond to emails and calls Mid-Hudson Regional Council-Albany Client meeting - Tetz Eroh Lake/Bloomfield Client meeting - Tetz Eroh Lake/Bloomfield Client meeting - Tetz Eroh Lake/Bloomfield Client meeting - Town of Wawayanda/Brookfield Town of Hamptonburgh public hearing - Project Shield Aggregate time to review and respond to emails and calls Marketing with County Executive Aggregate time to review and respond to emails and calls Marketing strategy meeting Town of Newburgh/Airport properties meeting Mid-Hudson Regional Council-Blauveit Aggregate time to review and respond to emails and calls Aggregate time to review and respond to emails and calls Aggregate time to review and respond to emails and calls Aggregate time to review and respond to emails and calls Aggregate time to review and respond to emails and calls Marketing meeting - AJ Ross Aggregate time to review and respond to emails and calls Maggregate time to review and respond to emails and calls Maggregate time to review and respond to emails and calls Maggregate to review and respond to emails and calls Maggregate to review and respond to emails and calls Maggregate to review and respond to emails and calls Maggregate to review and respond to emails and calls Maggregate time to review and respond to emails and calls Maggregate time to review and respond to emails and calls Maggregate time to review and respond to emails and calls DA meeting - Marketplace SUNY Orange - Advance manufacturing Suprogregate time to review and respond to emails and calls Maggregate time to review and respond to emails and calls Maggregate time to review and respond to emails and calls Maggregate time to review and respond to emails and calls

Name:	Maureen Halahan	T
Month:	February 2012	
Date	Activity	Time
	ESD - Regional Council Aggregate time to review and respond to emails and calls	1.0
	TOTAL HOUR:	2.5 119.0

. .

Name:	Maureen Halahan	
Month:	March 2012	
Date		
	Project Pools cell (IIV/FDC)	Time
03/01/12	Project Rocky call (HVEDC) ACT - expansion meeting	1
	Confidential client expansion meeting	2
	Telephone discussion with Constitution 2	1.
	Telephone discussion with Supervisor Dan DePew	1.
	President Container follow up on NYS incentives	1.
03/02/12	Aggregate e-mail and phone follow up	<u></u>
00/02/12	Interview with the press-DEC Wetlands	2.
	OCBA and start up business and work with OCP	1.
	Wahsite development of CO	1.
	Website development and SEO writing-finalization of the 1Q Newsletter	2.
	Letters to municipalities and trades for DEC Wetlands	1.
	TD Bank meeting OCP conference room	0.
03/05/12	DE Prokes cell en annual de	
30/00/12	RE Broker call on new prospect for OC	1.0
	President Container call re: NYS funding	0.9
	HVEDC-OCP-HV Crossing conf. call Project Rocky	1.0
	Call re: CPV project and letter writing for the project	1.0
	Aggregate e-mail and phone follow up	1.0
03/05/13	Call with Arity O	
03/03/12	Call with Mike Oates- Project Rocky	0.9
	Work on the ABG Wetland agenda	0.5
	Conf. call with HV Business Journal	1.0
	Spring addition of the OCP Newsletter-Edit copy and approve final edition	1.0
	Site tour of new property on the market	1.5
	Marketing meeting with Node Studios	1.5
	Aggregate e-mail and phone follow up	1.0
	re-write of Marketing message-on-hold	1.0
		1.0
03/06/43	Colontinue	
03/00/12	Selection of stock photo's for marketing	1.0
	Conf. call with marketing agency-ad campaign	0.5
	Arrangement of Town of Wallkill prospect expansion meeting	0.5
	Property tour - New building on the market	1.5
	Aggregate e-mail and phone follow up	
02/07/40		
03/07/12	Project Rocky conference call	10
	conomic Development strategy meeting OC Chamber	1.0
	own of Chester officials meeting on ED in their town	
/	Aggregate e-mail and phone follow up	2.0
		1.0
0.00040		
)3/08/12 F	orum on MHRC CFA Process	7.5
	con. Dev. Wetland session of ABG-THR Column and PP presentation	2.5
F	Prep for March Board and Exec Report-IDA report	2.0
		1.5
\longrightarrow		
0/06::5		
3/U9/12 lr	nterview for HV Business Journal-ED in OC	
	lewsletter article writing-marketing	1.5
	own of Wallkill work session on prospect	1.0
T	eam meeting re: the OC Economic Dev. Strategy-suggested additions	1.0
	edesign on the New Windsor Property marketing piece	1.5
<u>[</u> v	/SJ marketing design	1.0
		1.0
3/12/12 A	ggregate email and phone follow up	
(C	onference Call - Project Evaluation for City of Newburgh	2.5
M	edical Device Company Research - began developing marketing strategy	1.5
		3.0

Mande	W. J. 2040	
Month:	March 2012	
Date		
Date	Activity	Tim
03/13/12	Aggregate email and phone follow up	
	NJ client site tour	
	OC Economic Development strategy	3
03/14/12	Mid Undoor Design 10 199	
03/14/12	Mid Hudson Regional Coalition	2
	Project Shield follow up on workforce and housing information Research for Medical Device marketing strategy	1
		1
03/15/12	OC Economic Development strategy	
	Susan Metzger conversation re OC Economic Development strategy	3
	IVVali Street Journal article	2
	meeting w/ Taylor BioMass	1
	Aggregate email and phone follow up	2
03/16/12	Joel Kleiman Economic development undeten for CO C	
	Joel Kleiman Economic development updates for OC Government report Prospect meeting - City of Newburgh	1
	City of Newburgh IDA meeting	2
		1
03/19/12	Marketing meeting - Alan Ross Creative Media-WSJ	2
	International Trade Show marketing prep NYC	2
	NAI Global conference NYC prep work	1.
	Incentive marketing packets-new design	1.
	e-mail and phone call follow-up	1.
03/20/12	NYC NAI Real Estate Conference	
	Diplomatic Expro-tradeshow marketing	4.
	OCP Board presentation on Marketiang	
		<u>''</u>
03/21/12	E-mail and calls	
03/21/12	Diplomatic Expro-tradeshow marketing	1.
	City of Newburgh IDA meeting and Meeting with the Mayor	2.
	OC IDA Meeting	2.
		2.0
03/22/12	Meeting with the press (Town of Wallkill Developer story)	
//	Meeting with Lou Heimbach-International Trade	1.0
	Aggregate email and phone follow up	2.0
	Work on FTZ marketing piece for the International show	
03/23/12	Inint Economia Davidson de la Contraction de la	
00/20/12	Joint Economic Development meeting Town and Village of Goshen Tradeshow scheduling and planning	2.0
	Development of the Cable TV Commercial-Sound studio	2.0
	Prep work for site tour on Project Gypsum	2.0
	e-mail and phone calls	
		1.5
03/26/12	Aggregate email and phone follow up	2.5
	Client meeting	1.5
\ <u>\</u>	Netlands presentation	1.5
	Conference Call - wetlands	1.0
03/27/12 A	Marketing meeting - 8 Hats High	
F	Preparation for Project Gypsum site tour	1.5
A	Aggregate email and phone follow up	2.0
F	Preparation for International Diplomatic Expo	2.0
		2.5
03/28/12 F	Prepare for International Expo	
	Client meeting at Mid-Hudson Correctional facility	
IS	ite Tour for Project Gypsum	2.0

Name:	Maureen Halahan	
Month:	March 2012	
Date	Activity	Time
	Work on FTZ marketing piece for the International show	1.5
03/29/1	2 International Expo	10.0
03/30/1	2 Meetings with contacts from International diplomats and attaches' expo	10.0
		161.0

* * *

Marge LaPerle

Month:

January 2012

Date	Activity	Time
01/03/12	Phone calls to clients/project updates etc	2.9
	Answered email inquires from partner agencies and confidential BRE clients	2.
	Reviewed the OCP website to identify sections that needed updating	2.
	Call with Peter Albert regarding the status of Blue Cross Blue Shield and available space at this location	0.
01/04/12	Phone calls to companies to verify their listing in the major employers directory	3.
	Meeting to discuss the 2012 BRE direct marketing campaign post card design	1.
	Phone call to Center Line Studios regard Project status and financing.	0.
	Prepared and reviewed a mailing list for the BRE direct mail campaign. Contacted and discussed the mailing	
01/05/12	schedule etc with First Impressions.	2.
	Researched Orange County Food Companies - Assisted HVEDC in developing a list of potential Orange	
	County Food Companies to be invited to the kick off Food & Beverage Alliance meeting.	3.
	Met with a confidential Orange County Company on a retention issue pertaining to financing and the purchase	
	of technical equipment. Researched programs to assist this organization. Emailed information to the	
01/09/12	company.	3.0
	Worked with HVEDC to recruit company to participate in the uncoming trade mission to ladie. Developed a list	
	Worked with HVEDC to recruit company to participate in the upcoming trade mission to India. Developed a list	•
	of potential participants and contacted them via email. Forwarded the names of interested parties to HVEDC.	3.0
	Reviewed the status of January ABG meeting and discussed agenda with ABG co-chairs.	2.0
	Worked on a retention issue involving the electric service for Durasol. This company downsized in 2011and	
14040	purchased a smaller building in Chester. Calls were made to O & R and a conference call was held with the	_
11/10/12	parties involved.	2.0
	Call to Dave Wayman to discuss the 2012 American Images Orange County Demographic publication to be	
	released in October 2012. researched and reviewed prior issues to determine the scope/content of 2012	
	version.	3.
	Contacted a potential expansion client to obtain a project update. Reviewed pros/cons of relocating operations	
	in Orange County.	1.0
	Reviewed Orange County and State Incentive Programs. Worked on a new incentives brochure to be	
01/11/12	published in 2012.	4.0
	Reviewed and worked on updating existing OCP marketing "chess piece" brochure.	3.0
01/12/12	Calls to BRE clients: AuroChemicals and Center Line Studios. Discussed status of expansion projects etc.	1.0
	Calls to set up ABG meeting in public forums such as the Orange County Planning Federation.	1.0
	Phone call to Don Green to discuss the Advanced Manufacturing initiative being proposed by the IDA and the	
	college.	0.5
	Reviewed Census Bureau data and demographic material to determine whether 2011 data was released.	described to the Photos of the State of the
	Reviewed the new American Fact Finder website to understand the new format and how to access	
	demographic data.	3.5
	Called Center Line Studios to discuss how the fire effected their business and offered assistance. Called ESD	
01/17/12	to brainstorm on ways to help. Researched State programs that might offer assistance.	3.0
	Followed up on Durasol's O & R issue. Made calls to involved parties.	1.0
	Researched and developed a list of target companies to advertise in the American Images Publication.	2.0
1/18/12	Reviewed OCP website and updated Major Employers list. Updated properties that were no longer active.	3.0
	Worked with HVEDC to review final list for the Food and Beverage Alliance.	1.0
	Called Orange County companies to schedule visits.	1.0
1/19/12	Calls to Paul Taxter regarding a confidential potential expansion project.	1.0
, 11 13/1Z	Calls with local developer regarding the status of ongoing projects as well as future expansion.	
	Updated data referencing distribution companies in Orange County. Met with an Employment Agency that	1.0
		~
	specializes in distribution to discuss local industry trends.	3.0
11/23/12	Returned misc. calls related to ongoing projects.	1.
	Followed up to obtain updated information regarding BRE project status.	1.0
	Reviewed documents related to President Container Group's EZ status and summarized the content.	2.0
	Meeting with Senior Sales Director of the Middletown Marriott and Hampton Inn to discuss OCP BRE Program	
)1/24/12		2.0
	Misc. Calls with Orange County Employment and training staff. Conversations regarding the status of	
	workforce initiatives with several companies.	1.0
	Calls to clients and to set up company meetings.	1.5
	Returned call to a company who needed assistance with cash flow problems. Researched and provided	
01/25/12	sources and assistance	2.5
	Called Wayne Corts regarding four potential IDA projects. Collated information on the IDA and sent it to	
	Wayne. Called Jim Petro to discuss projects etc.	2.0
	Called regarding the expansion of the Brotherhood Winery.	0.5

Marge LaPerle

Month:

January 2012

Date	Activity	Time
01/26/12	Call with Stu Turner regarding ABG educational forum planning.	0.5
	Calls with two companies located in Newburgh regarding the status of their site search etc. Discussion of future plans and needs.	1.0
	Reviewed the design of the BRE direct mail post card changes made. Edited other updated market pieces.	1.0
50	Call and emails to confidential Middletown expansion project	1.5
	Calls to several retention companies for example Warwick Valley Winery, Verticon, Quality Buss, Epsilon	and revenue. At his history in better brings have
01/30/12	Industries etc.	2.0
	Followed up on, researched and discussed American Images demographic project.	2.0
	Documented recent retention and expansion activities in report format and data base.	2.5
	Calls to follow up on project status for example Orange Packaging. Also returned calls on inquiries such as	dade ware free warest wardenissen's and delm
	demographic information and sites. Spoke with Stu Turner regarding ABG initiative to educate Planning	
01/31/12	Boards on the value of commercial development.	2.0
	Call to Paul Taxter regarding inventives for pending project. Research the history of past manufacturing	
	expansion located in EZ. Company considering new expansion.	2.5
	TOTAL HOURS	90.0

Marge LaPerle

Month:

February 2012

02/01/12	Phone calls to clients/project updates: Center Line Studios and a confidential manufacturing project	Tir
***************************************	Answered misc. email inquires.	ļ
	Called businesses to schedule meetings.	
MODELLA SERVICIO SERV	Worked on the Durasol retention issue. Placed calls and documented conversations.	
02/02/12	Confidential company meeting.	
	Follow up call regarding potential IDA projects.	
	Phone call to Center Line Studios regarding Project status and financing.	
	Calls/email to Epsilon Industries regarding expansion and village issues.	ļ
	Research for potential attraction in Distribution Industry.	
02/06/12	Returned call to S. Knob.	
	Meeting with Lan Associates to discuss project alliances.	-
	Follow up regarding BRE direct marketing initiative. Reviewed materials etc.	
	Researched Orange companies; updated data bases.	
02/07/12	Meeting with Newburgh Windustrial. Meeting and plant tour; introduction to BRE program.	ļ
	Meeting and plant tour of Orange Packing.	
02/08/12	Confidential company meeting regarding O & R issue.	
	Research & reporting as a follow up to recnt company visits .	
	Meeting to discuss upcaoming OCP newsletter issue.	
2/09/12	Followed up on expansion project calls/email and reports.	
	Discussions with developer and Town official regarding a retention/expansion project.	-
***************************************	Worked on a retention issue involving Greek Mountain Dairy. Researched sewer rates in other NY Counties.	ļ
	Called and emailed sewer plants and other EDCS. Searched the web for other NYS yogurt manufacturing	
2/13/12	Operations. Compiled data for a meeting with Mayor of Goshen & engineer.	
	Met with O & R to discuss outstanding Orange County attraction & expansion projects updated status and	ļ
	developed a corrective action.	
2/14/12	Networking at Chamber breakfast	
	Meeting with NY Granite on their planned expansion	
****	Misc. calls regarding Greek Mountaibn Dairy issue.	
	Misc. calls/emails regarding NY Granite projecy.	
	Reviewed third droft of new inserting to 1	
2/15/12	Reviewed third draft of new incentives brochure for ABG. Edited for content etc. Meeting with Dick McGoey regarding Greek Mountain Dairy sewer bill.	
	Call with Lorn Mokes and A. Ca	
***************************************	Call with Jerry Makris and staff to discuss means to resolve sewer issue.	
	Research and documentation of prior sewer history in the Village of Goshen. View Village code and other	
	documents revelavent to the high sewer rates in Goshen.	
2/16/12	Meeting with Gary Hans & Jim Murray from Matrix project.	
2/10/12	Meeting with Don Green regarding Advanced Manufacturing Program. Meeting at Café Spice.	
	weeting at Cate Spice.	
	Calls and emails to schedule OJT meeting and follow up vist to Newburgh Windustrial.	
2/24/42	Research on workforce for RFI.	
212 11 12	Calls and emails to NY Granite.	
	Call with new retention client.	
	Worked on ABG incentives brochure.	
2/22/46	Miscellaneous calls answering inquires.	
2122172	Meeting BOCES Career & Technical Advisory Counsel.	
	Meeting and tour of Green Mountain Dairy.	
	Meeting with Kyle Roddey regarding Greek Mountain Dairy sewer issue.	
100/46	Reviewed changes to update "Understanding Incentives" Brochure.	
2/23/12	Drafted bullets for letter regarding Greek Mountain Diary.	
	Miscellaneous calls regarding Greek Mountain Dairy issue; Kyle Roddey Mayor etc. Discuss strategy as move	
	orward.	
	Calls with expansion company regarding resource referral RE: Deo Persaud	
	veeting with company relocating to OC to discuss options.	· · · · · · · · · · · · · · · · · ·
	Oraft report referencing two meetings with Greek Mountain Dairy on 2/22	
1	Meeting with Aurochemicals; update on expansion tour and photos	
	Jall to OC company to get information on expansion etc	
/27/12	Returned phone calls and responded to emails regarding pending projects and meetings	
1	viceting to discuss marketing intiative with for BRE	
r	neeting to review the status of marketing projects	-
	Meeting with walk in client regarding resources available to start retail establishment	(
	ollow up meeting with Café Spice regarding utility and HR resources.	
2/28/12 F	Poturnod selle and an ill	2
2/28/12 F	Returned calls and emails.	- 4
2/28/12 F F V	Vorked on new putting incentive folder for client prospects	
2/28/12 F 	Vorked on new putting incentive folder for client prospects. Meeting with Newburgh Windustrial. Meeting introduction to OJT program.	1

Marge LaPerle

Month:

February 2012

Date	Activity	Time
	Work on HVEDC project email blast & calls.	1.5
	Total Hours	95.0

Marge LaPerle

Month:

March

WIB funcheon 03/09/12 VACATION 03/09/12 Calle from when I was on vacation. Research erlocation information for Hunter Panels Reviewed OC Economic Development piece and made changes 03/19/12 Calls to Paul Taxter at ESD to discuss a potential expansion project Research on NAIS codes for manufacturing expansion. Emails and updates referencing 3 pariding excansion/retention projects Reviewed and updated Orange County Government publication for Joel Kleinman (Calls to set up meeting for advanced manufacturing project Marketing review meeting Read & reviewed Orange Bloissoms economic development piece 03/19/12 Researched and updated vacancy rates for the past 5 yrs. Researched and updated vacancy rates for the past 5 yrs. Researched and complication or project or participation or project or pr	Date	Activity ACT	Tim
03/08/12 VACATION 03/08/08/08/08/08/08/08/08/08/08/08/08/08/	03/01/12		2
03/09/12/ VACATION 03/09/13/ VACATION 03/09/13/ VACATION 03/09/13/ VACATION 03/09/13/ VAC	00/05/40		
03/09/12 VACATION 03/12/12 Reviewed emails and responded to emails Returned calls from when I was on vacation Researched relocation information for Hunter Panels Reviewed OC Economic Development piece and made changes 03/13/12 Calls to Paul Taxter at ESD to discuss a potential excansion project Research on NAIS codes for manufacturing expansion Emails and updates referencing 3 pending excansion/retention projects Reviewed and updated Orrange County Government publication for Joel Kleinman Calls to set up meeting for advanced manufacturing project Marketing review meeting Read & reviewed Orrange Bloisoms economic development piece 03/14/12 Researched and updated vacancy rates for the past 5 yrs Researched and compiled for analysis the latest demographic data from the census bureau Returned calls from and phone messages Recreanized past demographic files and compared data. 03/15/12 Penne call regarding parking for major athletic event Assisted a walk in client with demographic information Researched info on incentive/attraction strategies other States are using Drafted report referencing the assess with Greek Mountain Dairy. Emails & follow up phone calls 03/15/12 Penne call regarding parking for major athletic event Assisted a walk in client with demographic information Researched info on incentive/attraction strategies other States are using Drafted report referencing the assess with Greek Mountain Dairy. Emails & follow up phone calls 03/15/12 Tennels and calls regarding an available property in P.J. Call to retention client regarding along use strategies requirement and available property. Assisted with the pregnation of several client marketing packages Reviewed documents are mails regarding business requirement and available property. Assisted with the pregnation of several client marketing packages Reviewed documents are season of the property of th			
03/04/12 VACATION			
03/13/12 Reviewed emails and responded to emails Returned calls from when I was on vacation Researched relocation information for Hunter Panels Reviewed OC Economic Development pace and made changes 03/13/12 Calls to Paul Taxter at ESO to discuss a potential expension project Research on NAIS codes for manufacturing expansion Emails and undates referencing a pending expansion Calls to set un meeting Reviewed and updated Orange County Government publication for Joel Kleinman Calls to set un meeting for advanced manufacturing project Marketing review meeting Read & reviewed Panale Blossoms economic development piece 03/14/12 Researched and compiled for analysis the latest demographic data from the census bureau Returned calls from and phone messages Reorganized past demographic files and compared data 03/15/12 Phone call regarding parking for major athletic event Assisted a walk in client with demographic committed Researched info on incentive/aftraction strategies other States are using Oraffed report referencing the issues with Greek Mountain Dairy Emails & follow up phone calls. 03/15/12 Attended Wil8 meeting in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue. 03/15/12 Emails and calls regarding an available property in PJ. Call to retention client regarding propress of financing. Answered calls and emails regarding business requirement and available property. Assisted with the previauation of several client marketing packages Reviewed documents received from American Images related to new demographic marketing piece. 07sferd report referencing a recent company visit. 03/20/12 Meeting to discuss MVP nomination. Reviewed properties on the website added and deleted items Reviewed documents received from American Images related to new demographic marketing piece. 07sferd report referencing a recent company visit. 03/20/12 Meeting to discuss MVP nomination. Reviewed properties on the website added and deleted items Reviewed documents required to the properties of the properties of			
Returned calls from when I was on vacation. Researched relocation information for Hunter Panels Reviewed OC Economic Development piece and made changes Reviewed OC Economic Development piece and made changes Reviewed OC Economic Development piece and made changes Research on NAIS codes for manufacturing expansion Emalis and undates referencing 3 pending expansion for Joel Kleinman Calls to set up meeting. Reviewed and updated Crange County Government publication for Joel Kleinman Calls to set up meeting. Read & reviewed Orange Blossoms economic development piece Researched and updated vacancy rates for the past 5 yrs. Researched and updated vacancy rates for the past 5 yrs. Researched and compiled for analysis the latest demographic data from the census bureau Returned calls from and phone messages Reorganized past demographic files and compared data. Reorganized past demographic files and compared data. Researched into on incentive/attraction strategies other States are using Drafted report referencing the issues with Greek Mountain Dairy. Emails & follow up phone calls. 303/15/12 Phone call regarding in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue. Drafted report referencing the issues with Greek Mountain Dairy. Emails & follow up phone calls. 303/15/12 Attended W/IB meeting in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue. Drafted report referencing in emalidation strategies of the States are using. Call to retention client regarding progress of financing. Answered calls and emails regarding business requirement and available property. Assisted with the precaration of several client marketing package. Reviewed documents received from American Images related to new demographic marketing piece. Drafted report referencing a recent company vist. 203/2012 Meeting to discuss MVP nomination. Reviewed property speces for potential new website listing in PJ. Emailed client and called. Call with Shelley Gray, Center Line Studios and Jim Petro Up			
Researched relocation information for Hunter Panels Reviewed OC Economic Development piece and made changes 03/13/12 Calls to Paul Taxter at ESD to discuss a potential excansion project Research on NAIS codes for manufacturing expansion Emails and undates referencing 3 pending excansion/retention project Reviewed and updated Orange County Government publication for Joel Kleinman Calls to set up meeting for advanced manufacturing project Marketing review meeting Read & reviewed Orangie Blossoms economic development piece Researched and compile for analysis the latest demographic data from the census bureau Returned calls from and phone messages Reorganized past demographic files and compared data. 03/15/12 Phone call regarding parking for major athletic event Assisted a walk in client with demographic information Researched info on incentive/attraction strategies other States are using Draffed report referencing the issues with Greek Mountain Dairy. Emails & follow up phone calls 03/15/12 Emails and calls regarding an available property in P.J. Call to retention client regarding progress of financing. Answered calls and emails regarding business requirement and available property. Assisted with the prevaration of several client marketing packages Reviewed documents received from American Images related to new demographic marketing piece. Oraffed recort referencing a recent company visit. 03/20/12 Meeting to discuss MVP normation. Reviewed property specs for potential new website listing in P.J. Emailed client and called Call with Sheller Gray, Center Line Studios and Jim Petro Updated projecties on the website added and deleted items Reviewed corporates on the website added and deleted items Reviewed orone and the state of the part of the pa	03/12/12	Reviewed emails and responded to emails	3
Reviewed OC Economic Development piece and made changes 37/31/32 Calls to Paul Taxter at ESD to discuss a potential expansion project Research on NAIS codes for manufacturing expansion Emails and updates referencing 3 pending expansion/retention projects Reviewed and updated Orange County Government publication for Joel Kleinman Calls to set up meeting for advanced manufacturing project Marketing review meeting Read & reviewed Orange Blossoms economic development piece Researched and updated vacancy rates for the past 5 yrs. Researched and compiled for analysis the latest demographic data from the census bureau Returned calls from and phone messages. Reorganized past demographic files and compared data Refunded alls from and phone messages. Reorganized past demographic files and compared data Researched into in incentivelatrication strategies other States are using Drafted report referencing the issues with Greek Mountain Dairy. Emails & follow up phone calls 303/16/12 Altended WIB meeting in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue 03/19/12 Emails and calls regarding an available property in PJ. Call to retention client regarding progress of financing. Answered calls and emails regarding business requirement and available property. Assisted with the preparation of several client marketing packages Reviewed documents received from American Images related to new demographic marketing piece Drafted report referencing a recent company visit. Drafted report ferencing a recent company visit. Reviewed property species on the website added and deleted items Reviewed property species for potential new website listing in PJ. Emailed client and called Call with Shelley Gray. Center Line Studios and Jim Petro Updated properties on the website added and deleted items Reviewed orongen years of the morning in PJ. Reviewed more on the website of the part		Returned calls from when I was on vacation.	
03/13/12 Calls to Paul Taxter at ESD to discuss a potential expansion project Research on NAIS codes for manufacturing expansion. Emails and updates referencing 3 pending expansion/tention projects Reviewed and updated Orange County Government publication for Joel Kleinman Calls to set up meeting for advanced manufacturing project Marketing review meeting Read & reviewed Orange Blossoms economic development piece Respansived past demographic files and compared data Returned calls from and phone messages Reorganized past demographic files and compared data Returned calls from and phone messages Reorganized past demographic files and compared data Researched info on incentivelatiraction strategies other States are using Drafted report referencing the issues with Greek Mountain Dairy. Emails & follow up phone calls Drafted report referencing the issues with Greek Mountain Dairy. Emails & follow up phone calls Drafted report referencing the issues with Greek Mountain Dairy. Emails & follow up phone calls Drafted report referencing an available property in P.J. Call to retention client rejarding progress of financing. Answered calls and emails regarding business requirement and available property. Assisted with the preparation of several client marketing packages Reviewed property specs for obtential new website listing in P.J. Emailed client and called. Call with Shelley Gray, Center Line Studios and Jim Petro Updated properties on the website added and deleted items Reviewed bronefities on the website added and deleted items Reviewed bronefities on the website added and deleted items Reviewed bronefities on the website updates. Drafted notes on retention projects. Phone call and emails regarding center Line Studios and Jim P		Researched relocation information for Hunter Panels	
Research on NAIS codes for manufacturing expansion. Emails and updates referencing 3 pending expansion/retention projects Reviewed and updated Orange County Government publication for Joel Kleinman Calls to set up meeting for advanced manufacturing project Marketing review meeting Read & reviewed Orange Blossoms economic development piece Researched and updated vacancy rates for the past 5 yrs. Researched and compiled for analysis the latest demographic data from the census bureau Returned calls from and phone messages. Reorganized past demographic files and compared data. 03/15/12 Phone call regarding parking for major athletic event Assisted a walk in client with demographic information Researched info on incentive/rattraction strategies other States are using Drafted report referencing the issues with Greek Mountain Dairy. Emails & follow up phone calls 03/15/12 Phone calls regarding an available property in PJ. Call to retention client regarding propress of financing. Answered calls and emails regarding business requirement and available property. Assisted with the prejaration of several client marketing packages. Reviewed documents received from American Images related to new demographic marketing piece. Drafted report referencing a recent company visit. Olient of the design of the packages. Reviewed documents received from American Images related to new demographic marketing piece. Drafted report referencing a recent company visit. Reviewed property specs for potential new website listing in PJ. Emailed client and called. Call with Shelley Gray. Center Line Studies and Jim Petro Updated properties on the website added and deleted items. Reviewed operation links on the website updates. Drafted report referencing a company visit. Attended IoA meeting with Orange County Company and EDC representative from PJ. Phone call and emails set up and confirmed upcoming meetings etc. meeting to discuss strategy for marketing event staff is attending. Attended IoA meeting with Orange Coun		Reviewed OC Economic Development piece and made changes	
Emails and updates referencing 3 pending expansion/retention projects Reviewed and updated Orange County Government publication for Joel Kleinman Calls to set up meeting for advanced manufacturing project Marketing review meeting Read & reviewed Orange Blossoms economic development piece Researched and updated vacancy rates for the past 5 yrs. Researched and updated vacancy rates for the past 5 yrs. Researched and compiled for analysis the latest demographic data from the census bureau Returned calls from and phone messages. Reviganized past demographic files and compared data. 30/15/12 Phone call regarding parking for major athletic event Assisted a walk in client with demographic information Researched info on incentive/attraction strategies other States are using Drafter report referencing the issues with Greek Mountain Dairy. Emails & follow up phone calls. 30/16/12 Attended WIB meeting in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue Emails and calls regarding an available property in PJ. Call to retention client regarding progress of financing. Answered calls and emails regarding business requirement and available property. Assisted with the preparation of several client marketing packages Reviewed documents received from American Images related to new demographic marketing piece. Drafted report referencing a recent company visit. 30/20/12 Meeting to discuss MVP nomination. Reviewed property specs for notential new website listing in PJ. Emailed client and called. Call with Shelley Grisy, Center Line Studios and Jim Petro Updated properties on the website added and deleted items Reviewed workforce links on the website undates. Drafted notes on retention projects. Phone call and emails regarding center Line Studios sales tax extension issue Continued to work on OCP website. Emails and responded. Returned phone calls. Attended IDA meeting with Orange County Company and EDC representative from PJ. Phone call and emails regarding center Line Studios sales tax extension issue	03/13/12	Calls to Paul Taxter at ESD to discuss a potential expansion project	
Emails and updates referencing 3 pending expansion/retention projects Reviewed and updated Orange County Government publication for Joel Kleinman Calls to set up meeting for advanced manufacturing project Marketing review meeting Read & reviewed Orange Blossoms economic development piece Researched and updated vacancy rates for the past 5 yrs. Researched and compiled for analysis the latest demographic data from the census bureau Returned calls from and phone messages. Returned calls and earlies from any and and and any		Research on NAIS codes for manufacturing expansion.	
Reviewed and updated Orange County Government publication for Joel Kleinman Calls to set up meeting for advanced manufacturing project Marketing review meeting Read & reviewed Orange Blossoms economic development piece Researched and updated vacancy rates for the past 5 yrs. Researched and compiled for analysis the latest demographic data from the census bureau Returned calls from and phone messages. Reorganized past demographic files and compared data. 03/15/12 Phone call regarding parking for major athletic event Assisted a walk in client with demographic information Researched info on incentive/attraction strategies other States are using Drafted report referencing the issues with Greek Mountain Dainy. Emails & follow up phone calls. 03/16/12 Attended WIB meeting in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue. 03/16/12 Emails and calls regarding an available property in PJ. Call to retention client regarding progress of financing. Answered calls and emails regarding business requirement and available property. Assisted with the preparation of several client marketing packages Reviewed documents received from American Images related to new demographic marketing piece. Drafted report referencing a recent company visit. Reviewed property specs for potential new website listing in PJ. Emailed client and called. Call with Shelley Gray, Center Line Studios and Jim Petro Updated properties on the website added and deleted items Reviewed workforce links on the website updates. Orange of the properties on the website updates. Attended IDA meeting with Center Line Studios sales tax extension issue Continued to work on OCP website updates. Meeting to discuss strategy for marketing event staff is attending. Attended IDA meeting with Orange County Company and EDC representative from PJ Phone call and emails and responded. Wetweed updates to the OCP website. Worked on report referencing a company visit. Worked on report referencing a company visit. Weter work of the properti		Emails and updates referencing 3 pending expansion/retention projects	
Calls to set up meeting for advanced manufacturing project Marketing review meeting Read & reviewed Oranue Blossoms economic development piece 3/14/12 Researched and compiled for analysis the latest demographic data from the census bureau Returned calls from and phone messages. Reorganized past demographic files and compared data. 3/15/12 Phone call regarding parking for major athletic event Assisted a walk in client with demographic information Researched info on incentive/attraction strategies other States are using Drafted report referencing the issues with Greek Mountain Dairy. Emails & follow up phone calls. 3/15/12 Attended WIB meeting in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue. 3/15/12 Attended WIB meeting in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue. 3/15/12 Attended WIB meeting in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue. 3/15/12 Attended WIB meeting in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue. 3/15/12 Attended WIB meeting in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue. 3/15/14/12 Attended WIB meeting in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue. 3/15/15/12 Attended WIB meeting in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue. 3/15/15/12 Attended WIB meeting in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue. 3/15/15/15/12 Attended WIB meeting in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue. 3/15/15/15/15/15/15/15/15/15/15/15/15/15/		Reviewed and updated Orange County Government publication for Joel Kleinman	
Marketing review meeting Read & reviewed Orange Blossoms economic development piece 03/14/12 Researched and updated vacancy rates for the past 5 yrs. Researched and compiled for analysis the latest demographic data from the census bureau Returned calls from and phone messages. Reorganized past demographic files and comparable data. 03/15/12 Phone call regarding parking for major athletic event Assisted a walk in client with demographic information Researched into no incentive/attraction strategies other States are using Drafted report referencing the issues with Greek Mountain Dairy. Emails & follow up phone calls. 03/16/12 Attended WIB meeting in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue. 03/16/12 Emails and calls regarding in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue. 03/16/12 Emails and calls regarding progress of financing. Answered calls and emails regarding progress of financing. Answered calls and emails regarding progress of financing. Answered calls and emails regarding business requirement and available property. Assisted with the preparation of several client marketing packages. Reviewed documents received from American Images related to new demographic marketing piece. Drafted report referencing a recent company visit. Meeting to discuss MVP nomination. Reviewed projectly specs for potential new website listing in PJ. Emailed client and called. Call with Shelley Gray, Center Line Studios and Jim Petro Updated properties on the website added and deleted items Reviewed workforce links on the website added and deleted items Reviewed workforce links on the website in Studies sales tax extension issue Continued to work on OCP website updates Drafted notes on retention projects. Meeting to discuss strategy for marketing event staff is attending. Attended IDA meeting with Crange County Company and EDC representative from PJ Phone call and emails are grading Center Line Studies sales tax extension issue Continued to work on		Calls to set up meeting for advanced manufacturing project	
Read & reviewed Orange Blossoms economic development piece 03/14/12 Researched and updated vacancy rates for the past 5 yrs. Researched and compiled for analysis the latest demographic data from the census bureau Returned calls from and phone messages. Reorganized past demographic files and compared data. 03/15/12 Phone call regarding parking for major athletic event Assisted a walk in client with demographic information Researched info on incentive/attraction strategies other States are using Drafted report referencing the issues with Greek Mountain Dairy. Emails & follow up phone calls. 03/15/12 Attended WiB meeting in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue. 03/15/12 Attended WiB meeting in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue. 03/15/12 Call to retention client regarding progress of financing. Answered calls and emails regarding business requirement and available property. Assisted with the preparation of several client marketing packages. Reviewed documents received from American Images related to new demographic marketing piece. Drafted report referencing a recent company visit. 03/20/12 Meeting to discuss MVP nomination. Reviewed property specs for potential new website listing in PJ. Emailed client and called. Call with Shelley Gray, Center Line Studios and Jim Petro Updated properties on the website added and deleted items. Reviewed workforce links on the website added and deleted items. Reviewed workforce links on the website added and deleted items. Reviewed of socuss strategy for marketing event staff is attending. Attended IDA meeting with Center Line Studios Reviewed documents Emails and research as a follow to meeting this morning in PJ. Phone call and emails regarding Center Line Studios Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website updates. 30/22/12 Sea and meeting with Center Line Studios sales tax extension issue Cont			
03/14/12 Researched and updated vacancy rates for the past 5 yrs. Researched and compiled for analysis the latest demographic data from the census bureau Returned calls from and phone messages. Reorganized past demographic files and compared data. 03/15/12 Phone call regarding parking for major athletic event Assisted a walk in client with demographic information Researched info on incentive/attraction strategies other States are using Drafted report referencing the issues with Greek Mountain Dairy. Emails & follow up phone calls. 03/16/12 Attended WIB meeting in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue. 03/16/12 Emails and calls regarding an available property in PJ. Call to retention client regarding progress of financing. Answered calls and emails regarding business requirement and available property. Assisted with the preparation of several client marketing packages. Reviewed documents received from American Images related to new demographic marketing piece. Drafted report referencing a recent company visit. 03/20/12 Meeting to discuss MVP nomination. Reviewed property specs for potential new website listing in PJ. Emailed client and called. Call with Shelley Gray, Center Line Studios and Jim Petro Updated properties on the website added and deleted items Reviewed workforce links on the website Drafted notes on retention projects. 03/20/12 Answered calls and emails set up and confirmed upcoming meetings etc. meeting to discuss strategy for marketing event staff is attending. Attended IDA meeting with Center Line Studies sales tax extension issue Continued to work on OCP website updates. 03/21/12 Answered calls and emails regarding Center Line Studies sales tax extension issue Continued to work on OCP website updates. 13/22/12 Answered updates to the OCP website. Worked on report referencing a company visit. 13/26/12 Reviewed emails and responded. Returned phone calls. Attended job fair sponsored by Nan Hayworth networking opportunity Phone call and emails regar		Read & reviewed Orange Blossoms economic development piece	
Researched and compiled for analysis the latest demographic data from the census bureau Returned calls from and phone messages. Reorganized past demographic files and compared data. 303/15/12 Phone call regarding parking for major athletic event Assisted a walk in client with demographic information Researched info on incentive/attraction strategies other States are using Drafted report referencing the issues with Greek Mountain Dairy. Emails & follow up phone calls Drafted report referencing the issues with Greek Mountain Dairy. Emails & follow up phone calls D3/16/12 Attended WIB meeting in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue D3/19/12 Emails and calls regarding an available property in PJ. Call to retention client reparding progress of financing. Answered calls and emails regarding business requirement and available property. Assisted with the preparation of several client marketing packages Reviewed documents received from American Images related to new demographic marketing piece. Drafted report referencing a recent company visit. D3/20/12 Meeting to discuss MVP nomination. Reviewed property specs for potential new website listing in PJ. Emailed client and called Call with Shelley Gray, Center Line Studios and Jim Petro Updated properties on the website added and deleted items Reviewed workforce links on the website Drafted notes on retention projects. D3/21/12 Answered calls and emails set up and confirmed upcoming meetings etc. meeting to discuss strategy for marketing event staff is attending. Attended IDA meeting with Center Line Studies sales tax extension issue Continued to work on CCP website updates. D3/22/12 Site and meeting with Orange County Company and EDC representative from PJ. Phone call and emails regarding Center Line Studios Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. D3/26/12 Reviewed emails and responded. Returned phone	03/14/12	Researched and updated vacancy rates for the past 5 yrs	
Returned calls from and phone messages. Reorganized past demographic files and compared data. 03/15/12 Phone call regarding parking for major athletic event Assisted a walk in client with demographic information Researched info on incentive/attraction strategies other States are using Drafted report referencing the issues with Greek Mountain Dairy. Emails & follow up phone calls. 03/16/12 Attended WIB meeting in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue 03/19/12 Emails and calls regarding an available property in PJ. Call to retention client regarding progress of financing. Answered calls and emails regarding business requirement and available property. Assisted with the preparation of several client marketing packages Reviewed documents received from American Images related to new demographic marketing piece Drafted report referencing a recent company visit. 03/20/12 Meeting to discuss MVP normation. Reviewed property specs for potential new website listing in PJ. Emailed client and called. Call with Shelley Gray, Center Line Studios and Jim Petro Updated properties on the website added and deleted items Reviewed workforce links on the website added and deleted items Reviewed workforce links on the website added and deleted items Reviewed unknown on CP website updates. 03/22/12 Answered calls and emails set up and confirmed upcoming meetings etc. meeting to discuss strategy for marketing event staff is attending. Attended IDA meeting with Center Line Studies sales tax extension issue Continued to work on OCP website updates. 03/22/12 Site and meeting with Orange County Company and EDC representative from PJ. Phone call and emails regarding Center Line Studies Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. 03/26/12 Merketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed webs		Researched and compiled for analysis the latest demographic data from the census burgous	
Reorganized past demographic files and compared data. 30/15/12 Phone call regarding parking for major athletic event Assisted a walk in client with demographic information Researched info on incentive/attraction strategies other States are using Draffed report referencing the issues with Greek Mountain Dairy. Emails & follow up phone calls. 30/16/12 Attended WIB meeting in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue 30/19/12 Emails and calls regarding an available property in PJ. Call to retention client regarding progress of financing. Answered calls and emails regarding business requirement and available property. Assisted with the preparation of several client marketing packages Reviewed documents received from American Images related to new demographic marketing piece Draffed report referencing a recent company visit 30/30/12 Meeting to discuss MVP nomination. Reviewed property specs for potential new website listing in PJ. Emailed client and called. Call with Shelley Gray, Center Line Studios and Jim Petro Updated properties on the website added and deleted items Reviewed workforce links on the website Draffed notes on retention projects. 30/21/12 Answered calls and emails set up and confirmed upcoming meetings etc. meeting to discuss strategy for marketing event staff is attending. Attended IDA meeting with Center Line Studies sales tax extension issue Continued to work on OCP website updates. 30/22/12 Site and meeting with Orange County Company and EDC representative from PJ. Phone call and emails regarding Center Line Studios Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit 30/26/12 Reviewed emails and responded. Returned phone calls. Attended to fair sponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studios sales tax letter Put together marketing packets for trade show. 30/27/12 Marketing review meeting Work with s	***************************************	Returned calls from and phone messages	
03/15/12 Phone call regarding parking for major athletic event Assisted a walk in client with demographic information Researched info on incentitive/attraction strategies other States are using Drafted report referencing the issues with Greek Mountain Dairy. Emails & follow up phone calls. 03/16/12 Attended WIB meeting in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue 03/19/12 Emails and calls regarding an available property in PJ. Call to retention client regarding progress of financing. Answered calls and emails regarding business requirement and available property. Assisted with the preparation of several client marketing packages Reviewed documents received from American Images related to new demographic marketing piece Drafted report referencing a recent company visit 03/20/12 Meeting to discuss MVP normation. Reviewed property specs for potential new website listing in PJ. Emailed client and called. Call with Shelley Gray, Center Line Studios and Jim Petro Updated properties on the website added and deleted items Reviewed workforce links on the website Drafted notes on retention projects. 03/21/12 Answered calls and emails set up and confrimed upcoming meetings etc. meeting to discuss strategy for marketing event staff is attending. Attended IDA meeting with Center Line Studies sales tax extension issue Continued to work on OCP website updates. 03/22/12 Site and meeting with Orange County Company and EDC representative from PJ. Phone call and emails regarding Center Line Studios. Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. 03/22/12 Reviewed emails and responded. Returned phone calls. Attended job fairs ponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studios sales tax letter. Put together marketing packets for trade show. Work with staff on advertisment for OCCC publication Completed report on visit to Orange packa		Reorganized past demographic files and compared data	DOMESTIC COLUMN TO SERVICE COL
Assisted a walk in client with demographic information Researched info on incentive/attraction strategies other States are using Drafted report referencing the issues with Greek Mountain Dairy. Emails & follow up phone calls. 03/16/12 Attended WIB meeting in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue. 03/19/12 Emails and calls regarding an available property in PJ. Call to retention client regarding progress of financing. Answered calls and emails regarding business requirement and available property. Assisted with the preparation of several client marketing packages. Reviewed documents received from American Images related to new demographic marketing piece. Drafted report referencing a recent company visit. 03/20/12 Meeting to discuss MVP nomination. Reviewed properly specs for potential new website listing in PJ. Emailed client and called. Call with Shelley Gray, Center Line Studios and Jim Petro Updated properties on the website added and deleted items Reviewed wonkforce links on the website Drafted notes on retention projects. 33/21/12 Answered calls and emails set up and confrimed upcoming meetings etc. meeting to discuss strategy for marketing event staff is attending. Attended IDA meeting with Center Line Studies sales tax extension issue Continued to work on OCP website updates. 33/22/12 Site and meeting with Orange County Company and EDC representative from PJ. Phone call and emails regarding Center Line Studies Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. 33/28/12 Reviewed emails and responded. Returned phone calls. Attended ibb fair sponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studies sales tax letter. Put together marketing packets for trade show. 33/27/12 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed demails and r	03/15/12	Phone call regarding parting for major othering over	
Researched info on incentive/attraction strategies other States are using Drafted report referencing the issues with Greek Mountain Dairy. Emails & follow up phone calls. D3/16/12 Attended WIB meeting in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue. D3/19/12 Emails and calls regarding an available property in PJ. Call to retention client regarding progress of financing. Answered calls and emails regarding business requirement and available property. Assisted with the preparation of several client marketing packages. Reviewed documents received from American Images related to new demographic marketing piece. Drafted report referencing a recent company visit. D3/20/12 Meeting to discuss MVP nomination. Reviewed property specs for potential new website listing in PJ. Emailed client and called. Call with Shelley Gray, Center Line Studios and Jim Petro Updated properties on the website added and deleted items Reviewed workforce links on the website Drafted notes on retention projects. D3/21/12 Answered calls and emails set up and confrimed upcoming meetings etc. meeting to discuss strategy for marketing event staff is attending. Attended IDA meeting with Center Line Studies sales tax extension issue Continued to work on OCP website updates. D3/22/12 Site and meeting with Creater Line Studies sales tax extension issue Continued to work on OCP website updates. D3/22/12 Site and meeting with Grange County Company and EDC representative from PJ. Phone call and emails regarding Center Line Studies Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. Attended jOb fairs sponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studios sales tax letter. Put together marketing packets for trade show. Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed emails and respond	00/10/12	Assisted a walk in client with demonstration in factors and the control of the co	
Drafted report referencing the issues with Greek Mountain Dairy. Emails & follow up phone calls. 03/16/12 Attended WIB meeting in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue. 03/16/12 Emails and calls regarding an available property in PJ. Call to retention client regarding progress of financing. Answered calls and emails regarding business requirement and available property. Assisted with the preparation of several client marketing packages. Reviewed documents received from American Images related to new demographic marketing piece. Drafted report referencing a recent company visit. 03/20/12 Meeting to discuss MVP nomination. Reviewed property specs for potential new website listing in PJ. Emailed client and called. Call with Shelley Gray, Center Line Studios and Jim Petro Updated properties on the website added and deleted items Reviewed workforce links on the website Drafted notes on retention projects. 03/21/12 Answered calls and emails set up and confrimed upcoming meetings etc. meeting to discuss strategy for marketing event staff is attending. Attended IDA meeting with Center Line Studies sales tax extension issue Continued to work on OCP website updates. 03/22/12 Site and meeting with Orange County Company and EDC representative from PJ. Phone call and emails regarding Center Line Studies. Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. 03/26/12 Reviewed emails and responded. Returned phone calls. Attended job fair sponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studios sales tax letter. Put together marketing packets for trade show. 03/27/112 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece.		Assisted a wark in client with demographic miormation	
03/16/12 Attended WIB meeting in Middletown. Met with Kathy Hendrickson after meeting to discuss PJ company issue. 03/19/12 Emails and calls regarding an available property in PJ. Call to retention client regarding progress of financing. Answered calls and emails regarding business requirement and available property. Assisted with the preparation of several client marketing packages Reviewed documents received from American Images related to new demographic marketing piece. Drafted report referencing a recent company visit. 03/20/12 Meeting to discuss MVP nomination. Reviewed property specs for potential new website listing in PJ. Emailed client and called. Call with Shelley Gray, Center Line Studios and Jim Petro Updated properties on the website added and deleted items Reviewed workforce links on the website Drafted notes on retention projects. 03/21/12 Answered calls and emails set up and confirmed upcoming meetings etc. meeting to discuss strategy for marketing event staff is attending. Attended IDA meeting with Center Line Studies sales tax extension issue Continued to work on OCP website updates. 03/22/12 Site and meeting with Orange County Company and EDC representative from PJ. Phone call and emails regarding Center Line Studios. Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. 03/26/12 Reviewed emails and responded. Returned phone calls. Attended job fair sponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studios sales tax letter. Put together marketing packets for trade show. 03/27/12 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept Emails and document review for the American Images marketing piece.		Researched into on incentive/attraction strategies other States are using	
Call to retention client regarding an available property in PJ. Call to retention client regarding progress of financing. Answered calls and emails regarding business requirement and available property. Assisted with the preparation of several client marketing packages Reviewed documents received from American Images related to new demographic marketing piece. Drafted report referencing a recent company visit. 30/20/12 Meeting to discuss MVP nomination. Reviewed property specs for potential new website listing in PJ. Emailed client and called. Call with Shelley Gray, Center Line Studios and Jim Petro Updated properties on the website added and deleted items Reviewed workforce links on the website Drafted notes on retention projects. 30/21/12 Answered calls and emails set up and confrimed upcoming meetings etc. meeting to discuss strategy for marketing event staff is attending. Attended IDA meeting with Center Line Studies sales tax extension issue Continued to work on OCP website updates. 30/22/12 Site and meeting with Orange County Company and EDC representative from PJ. Phone call and emails regarding Center Line Studies. Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. Attended job fair sponsored by Nan Hayworth networking opportunity Phone call and emails regarding Center Line Studios sales tax letter. Put together marketing packets for trade show. 30/26/12 Reviewed emails and responded. Returned phone calls. Attended job fair sponsored by Nan Hayworth networking opportunity Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece. 30/28/12 Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program		Dialted report referencing the issues with Greek Mountain Dairy. Emails & follow up phone calls.	
Call to retention client regarding an available property in PJ. Call to retention client regarding progress of financing. Answered calls and emails regarding business requirement and available property. Assisted with the preparation of several client marketing packages Reviewed documents received from American Images related to new demographic marketing piece. Drafted report referencing a recent company visit. 30/20/12 Meeting to discuss MVP nomination. Reviewed property specs for potential new website listing in PJ. Emailed client and called. Call with Shelley Gray, Center Line Studios and Jim Petro Updated properties on the website added and deleted items Reviewed workforce links on the website Drafted notes on retention projects. 30/21/12 Answered calls and emails set up and confrimed upcoming meetings etc. meeting to discuss strategy for marketing event staff is attending. Attended IDA meeting with Center Line Studies sales tax extension issue Continued to work on OCP website updates. 30/22/12 Site and meeting with Orange County Company and EDC representative from PJ. Phone call and emails regarding Center Line Studies. Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. Attended job fair sponsored by Nan Hayworth networking opportunity Phone call and emails regarding Center Line Studios sales tax letter. Put together marketing packets for trade show. 30/26/12 Reviewed emails and responded. Returned phone calls. Attended job fair sponsored by Nan Hayworth networking opportunity Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece. 30/28/12 Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program	03/16/12	Attended WIR modifier in Middletown Makerith Matter Handridge (C. 1)	
Call to retention client regarding progress of financing. Answered calls and emails regarding business requirement and available property. Assisted with the preparation of several client marketing packages. Reviewed documents received from American Images related to new demographic marketing piece. Drafted report referencing a recent company visit. Meeting to discuss MVP nomination. Reviewed property specs for potential new website listing in PJ. Emailed client and called. Call with Shelley Gray, Center Line Studios and Jim Petro Updated properties on the website added and deleted items Reviewed workforce links on the website Drafted notes on retention projects. 303/21/12 Answered calls and emails set up and confrimed upcoming meetings etc. meeting to discuss strategy for marketing event staff is attending. Attended IDA meeting with Center Line Studies sales tax extension issue Continued to work on OCP website updates. 303/22/12 Site and meeting with Orange County Company and EDC representative from PJ. Phone call and emails regarding Center Line Studios. Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. Worked on report referencing a company visit. Attended job fair sponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studios sales tax letter Put together marketing packets for trade show. 303/27/12 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept Emails and document review for the American Images marketing piece. Meeting at ACT with Don Green to discuss training program	03/10/12	Attended violation of the control of	
Answered calls and emails regarding business requirement and available property. Assisted with the preparation of several client marketing packages Reviewed documents received from American Images related to new demographic marketing piece. Drafted report referencing a recent company visit. Drafted report referencing a recent company visit. Reviewed property specs for potential new website listing in PJ. Emailed client and called. Call with Shelley Gray, Center Line Studios and Jim Petro Updated properties on the website added and deleted items Reviewed workforce links on the website Drafted notes on retention projects. Drafted notes on or retention projects. Drafted notes on or retention projects. Drafted notes on or retention projects. Drafted notes on retention projects. Drafted report preferencing a company and EDC representative from PJ. Phone call and emails regarding Center Line Studios Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. Drafted report referencing a company visit. Drafted report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece Drafted report on visit t	33/19/12	Emais and calls regarding an available property in PJ.	
Assisted with the preparation of several client marketing packages Reviewed documents received from American Images related to new demographic marketing piece. Drafted report referencing a recent company visit. 33/20/12 Meeting to discuss MVP nomination. Reviewed property specs for potential new website listing in PJ. Emailed client and called. Call with Shelley Gray, Center Line Studios and Jim Petro Updated properties on the website added and deleted items Reviewed workforce links on the website Drafted notes on retention projects. 33/21/12 Answered calls and emails set up and confrimed upcoming meetings etc. meeting to discuss strategy for marketing event staff is attending. Attended IDA meeting with Center Line Studies sales tax extension issue Continued to work on OCP website updates. 33/22/12 Site and meeting with Orange County Company and EDC representative from PJ. Phone call and emails regarding Center Line Studios. Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. 33/26/12 Reviewed emails and responded. Returned phone calls. Attended job fair sponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studios sales tax letter. Put together marketing packets for trade show. 33/27/12 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece. 33/28/12 Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program		Call to retention client regarding progress of financing.	~~~~~
Reviewed documents received from American Images related to new demographic marketing piece. Drafted report referencing a recent company visit. Reviewed property specs for potential new website listing in PJ. Emailed client and called. Call with Shelley Gray, Center Line Studios and Jim Petro Updated properties on the website added and deleted items Reviewed workforce links on the website Drafted notes on retention projects. Attended IDA meeting with Center Line Studies sales tax extension issue Continued to work on OCP website updates. Drafted notes on retention updates. Attended IDA meeting with Center Line Studies sales tax extension issue Continued to work on OCP website updates. Drafted notes on retention with Orange County Company and EDC representative from PJ. Phone call and emails regarding Center Line Studios. Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. Drafted notes on retention projects. Attended job fair sponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studios sales tax letter. Put together marketing packets for trade show. Drafted report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece. Meeting at ACT with Don Green to discuss training program		Answered calls and emails regarding business requirement and available property.	
Drafted report referencing a recent company visit. 203/20/12 Meeting to discuss MVP nomination. Reviewed property specs for potential new website listing in PJ. Emailed client and called. Call with Shelley Gray, Center Line Studios and Jim Petro Updated properties on the website added and deleted items Reviewed workforce links on the website Drafted notes on retention projects. 203/21/12 Answered calls and emails set up and confrimed upcoming meetings etc. meeting to discuss strategy for marketing event staff is attending. Attended IDA meeting with Center Line Studies sales tax extension issue Continued to work on OCP website updates. 203/22/12 Site and meeting with Orange County Company and EDC representative from PJ. Phone call and emails regarding Center Line Studios. Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. 203/26/12 Reviewed emails and responded. Returned phone calls. Attended job fair sponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studios sales tax letter Put together marketing packets for trade show. 203/27/12 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and feesponded. Meeting at ACT with Don Green to discuss training program		Assisted with the preparation of several client marketing packages	
03/20/12 Meeting to discuss MVP nomination. Reviewed property specs for potential new website listing in PJ. Emailed client and called. Call with Shelley Gray, Center Line Studios and Jim Petro Updated properties on the website added and deleted items Reviewed workforce links on the website Drafted notes on retention projects. 03/21/12 Answered calls and emails set up and confrimed upcoming meetings etc. meeting to discuss strategy for marketing event staff is attending. Attended IDA meeting with Center Line Studies sales tax extension issue Continued to work on OCP website updates. 03/22/12 Site and meeting with Orange County Company and EDC representative from PJ. Phone call and emails regarding Center Line Studios. Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. 03/26/12 Reviewed emails and responded. Returned phone calls. Attended job fair sponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studios sales tax letter. Put together marketing packets for trade show. 03/27/12 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece. 03/28/12 Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program		Reviewed documents received from American Images related to new demographic marketing piece.	
Reviewed property specs for potential new website listing in PJ. Emailed client and called. Call with Shelley Gray, Center Line Studios and Jim Petro Updated properties on the website added and deleted items Reviewed workforce links on the website Drafted notes on retention projects. 23/21/12 Answered calls and emails set up and confrimed upcoming meetings etc. meeting to discuss strategy for marketing event staff is attending. Attended IDA meeting with Center Line Studies sales tax extension issue Continued to work on OCP website updates. 23/22/12 Site and meeting with Orange County Company and EDC representative from PJ. Phone call and emails regarding Center Line Studios. Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. 23/26/12 Reviewed emails and responded. Returned phone calls. Attended job fair sponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studios sales tax letter. Put together marketing packets for trade show. 23/27/12 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece. 23/28/12 Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program		Drafted report referencing a recent company visit.	
Reviewed property specs for potential new website listing in PJ. Emailed client and called. Call with Shelley Gray, Center Line Studios and Jim Petro Updated properties on the website added and deleted items Reviewed workforce links on the website Drafted notes on retention projects. D3/21/12 Answered calls and emails set up and confrimed upcoming meetings etc. meeting to discuss strategy for marketing event staff is attending. Attended IDA meeting with Center Line Studies sales tax extension issue Continued to work on OCP website updates. D3/22/12 Site and meeting with Orange County Company and EDC representative from PJ. Phone call and emails regarding Center Line Studies. Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. Attended job fair sponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studios sales tax letter. Put together marketing packets for trade show. D3/27/12 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program	03/20/12	Meeting to discuss MVP nomination.	
Call with Shelley Gray, Center Line Studios and Jim Petro Updated properties on the website added and deleted items Reviewed workforce links on the website Drafted notes on retention projects. D3/21/12 Answered calls and emails set up and confrimed upcoming meetings etc. meeting to discuss strategy for marketing event staff is attending. Attended IDA meeting with Center Line Studies sales tax extension issue Continued to work on OCP website updates. D3/22/12 Site and meeting with Orange County Company and EDC representative from PJ. Phone call and emails regarding Center Line Studios. Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. D3/26/12 Reviewed emails and responded. Returned phone calls. Attended job fair sponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studios sales tax letter. Put together marketing packets for trade show. D3/27/12 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece.		Reviewed property specs for potential new website listing in PJ. Emailed client and called.	·
Updated properties on the website added and deleted items Reviewed workforce links on the website Drafted notes on retention projects. D3/21/12 Answered calls and emails set up and confrimed upcoming meetings etc. meeting to discuss strategy for marketing event staff is attending. Attended IDA meeting with Center Line Studies sales tax extension issue Continued to work on OCP website updates. D3/22/12 Site and meeting with Orange County Company and EDC representative from PJ. Phone call and emails regarding Center Line Studios. Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. D3/26/12 Reviewed emails and responded. Returned phone calls. Attended job fair sponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studios sales tax letter. Put together marketing packets for trade show. D3/27/12 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept Emails and document review for the American Images marketing piece. D3/28/12 Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program		Call with Shelley Gray, Center Line Studios and Jim Petro	
Reviewed workforce links on the website Drafted notes on retention projects. D3/21/12 Answered calls and emails set up and confrimed upcoming meetings etc. meeting to discuss strategy for marketing event staff is attending. Attended IDA meeting with Center Line Studies sales tax extension issue Continued to work on OCP website updates. D3/22/12 Site and meeting with Orange County Company and EDC representative from PJ. Phone call and emails regarding Center Line Studios. Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. D3/26/12 Reviewed emails and responded. Returned phone calls. Attended job fair sponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studios sales tax letter. Put together marketing packets for trade show. D3/27/12 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept Emails and document review for the American Images marketing piece.		Updated properties on the website added and deleted items	
Drafted notes on retention projects. 23/21/12 Answered calls and emails set up and confrimed upcoming meetings etc. meeting to discuss strategy for marketing event staff is attending. Attended IDA meeting with Center Line Studies sales tax extension issue Continued to work on OCP website updates. 23/22/12 Site and meeting with Orange County Company and EDC representative from PJ. Phone call and emails regarding Center Line Studios. Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. 23/26/12 Reviewed emails and responded. Returned phone calls. Attended job fair sponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studios sales tax letter. Put together marketing packets for trade show. 23/27/12 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece. 23/28/12 Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program		Reviewed workforce links on the website	
D3/21/12 Answered calls and emails set up and confrimed upcoming meetings etc. meeting to discuss strategy for marketing event staff is attending. Attended IDA meeting with Center Line Studies sales tax extension issue Continued to work on OCP website updates. D3/22/12 Site and meeting with Orange County Company and EDC representative from PJ. Phone call and emails regarding Center Line Studios. Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. D3/26/12 Reviewed emails and responded. Returned phone calls. Attended job fair sponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studios sales tax letter. Put together marketing packets for trade show. D3/27/12 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece. D3/28/12 Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program		Drafted notes on retention projects	
meeting to discuss strategy for marketing event staff is attending. Attended IDA meeting with Center Line Studies sales tax extension issue Continued to work on OCP website updates. D3/22/12 Site and meeting with Orange County Company and EDC representative from PJ. Phone call and emails regarding Center Line Studios. Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. D3/26/12 Reviewed emails and responded. Returned phone calls. Attended job fair sponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studios sales tax letter. Put together marketing packets for trade show. D3/27/12 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece. D3/28/12 Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program	03/21/12		
Attended IDA meeting with Center Line Studies sales tax extension issue Continued to work on OCP website updates. D3/22/12 Site and meeting with Orange County Company and EDC representative from PJ. Phone call and emails regarding Center Line Studios. Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. D3/26/12 Reviewed emails and responded. Returned phone calls. Attended job fair sponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studios sales tax letter. Put together marketing packets for trade show. D3/27/12 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece. D3/28/12 Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program		meeting to discuss strategy for marketing event staff is attending	-
Continued to work on OCP website updates. D3/22/12 Site and meeting with Orange County Company and EDC representative from PJ. Phone call and emails regarding Center Line Studios. Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. D3/26/12 Reviewed emails and responded. Returned phone calls. Attended job fair sponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studios sales tax letter. Put together marketing packets for trade show. D3/27/12 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece. D3/28/12 Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program		Attended IDA meeting with Center Line Studies cales to automain incur	
D3/22/12 Site and meeting with Orange County Company and EDC representative from PJ. Phone call and emails regarding Center Line Studios. Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. D3/26/12 Reviewed emails and responded. Returned phone calls. Attended job fair sponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studios sales tax letter. Put together marketing packets for trade show. D3/27/12 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece. D3/28/12 Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program		Continued to work on OCP website undersales tax extension issue	
Phone call and emails regarding Center Line Studios. Reviewed documents Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. 03/26/12 Reviewed emails and responded. Returned phone calls. Attended job fair sponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studios sales tax letter. Put together marketing packets for trade show. 03/27/12 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece. 03/28/12 Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program	13/22/12		
Emails and research as a follow to meeting this morning in PJ. Reviewed updates to the OCP website. Worked on report referencing a company visit. D3/26/12 Reviewed emails and responded. Returned phone calls. Attended job fair sponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studios sales tax letter. Put together marketing packets for trade show. D3/27/12 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece. D3/28/12 Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program	30122112		
Reviewed updates to the OCP website. Worked on report referencing a company visit. D3/26/12 Reviewed emails and responded. Returned phone calls. Attended job fair sponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studios sales tax letter. Put together marketing packets for trade show. D3/27/12 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece. D3/28/12 Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program		Finale call and entails regarding Center Line Studios. Reviewed documents	
Worked on report referencing a company visit. 03/26/12 Reviewed emails and responded. Returned phone calls. Attended job fair sponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studios sales tax letter. Put together marketing packets for trade show. 03/27/12 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece. 03/28/12 Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program		Errials and research as a follow to meeting this morning in PJ.	
D3/26/12 Reviewed emails and responded. Returned phone calls. Attended job fair sponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studios sales tax letter. Put together marketing packets for trade show. D3/27/12 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece. D3/28/12 Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program		Reviewed updates to the OCP website.	
Attended job fair sponsored by Nan Hayworth networking opportunity Phone calls regarding Center Line Studios sales tax letter. Put together marketing packets for trade show. 03/27/12 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece. 03/28/12 Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program	10/00/40	vvorked on report referencing a company visit.	
Phone calls regarding Center Line Studios sales tax letter. Put together marketing packets for trade show. D3/27/12 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece. D3/28/12 Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program	13/26/12	Reviewed emails and responded. Returned phone calls.	
Put together marketing packets for trade show. 03/27/12 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece. 03/28/12 Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program		Attended job fair sponsored by Nan Hayworth networking opportunity	
Put together marketing packets for trade show. D3/27/12 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece. D3/28/12 Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program			(
D3/27/12 Marketing review meeting Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece. D3/28/12 Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program		Put together marketing packets for trade show.	
Work with staff on advertisment for OCCC publication Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece. 33/28/12 Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program			
Completed report on visit to Orange packaging Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece. 33/28/12 Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program			-
Reviewed website changes completed by marketing dept. Emails and document review for the American Images marketing piece. 33/28/12 Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program			
Emails and document review for the American Images marketing piece. 3/28/12 Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program			
03/28/12 Reviewed emails and responded. Meeting at ACT with Don Green to discuss training program		Emails and document review for the American Images marketing piece	
Meeting at ACT with Don Green to discuss training program	3/28/12	Reviewed emails and responded.	
		Meeting at ACT with Don Green to discuss training program	
		Researched and undated East Earls for Orange County	

	Reviewed workforce power point presentation noting necessary updates	1.0
	Meeting to discuss marketing materials need for next weeks broker meeting	0.5
	Updated work force power point, reviewed updated "facts at a glance document, updated wage comparisons	
03/29/12	for OC, HV, & NYS. Verified data and work with staff to update OCP website.	3.5
		79.5

. . . .

Name:	Meghan Taylor	
Month:	January 2012	
Date	Activity	Time
	Propsect follow up	1.0
	Client meeting/Mountco	2.0
	Preparation for LO ED session-PP Presentation	2.5
	Aggregate time to review and respond to emails and calls	1.5
***************************************	Weekly Marketing Meeting	1.0
***************************************	Wartering Westing	1.0
01/04/12	Leadership Orange Economic Development Presentation and panel discussion	4.0
	Aggretate e-mails and return calls	2.0
	Inventory Updates	2.0
	Throntony o bactor	۷.۷
01/05/12	Project Shield/Town of Hamptonburgh Planning Board	4.0
	Aggregate time to review and respond to emails and calls	1.0
	riggregate time to review and respond to emails and calls	1,0
01/06/12	Project Shield/HV Crossing	
0 1/00/12		1.0
	Aggregate time to review and respond to emails and calls Inventory Updates	3.0
	inventory opdates	2.0
01/00/12	Project Shield	
01/09/12		1.5
	Aggregate time to review and respond to emails and calls	3.0
	Weekly Marketing Meeting	1.5
01/10/12	Planning for marketing campaign	1.5
	Marketing strategy meeting with consultants	2.5
	Aggregate time to review and respond to emails and calls	3.0
	Prep for Brookfield Public Hearing	2.0
01/11/12	Blackbourne Development - Hamptonburgh	2.0
	Aggregate time to review and respond to emails and calls	2.5
	Brookfield Public Hearing	4.0
	Inventory Updates	1.0
	inventory o paaces	1.0
01/12/12	Town of Chester/Camp LaGuardia email and calls	1.0
	Marketing meeting	1.5
	Aggregate time to review and respond to emails and calls	2.0
***************************************	Legislative Briefing	1.5
01/13/12	Town of New Windsor - Jim Petro-New Windsor Properties	2.5
	Aggregate time to review and respond to emails and calls	3.0
01/16/12	Holiday-MLK (Answered e-mails)	2.0
01/17/12	Marketing - AJ Ross/Business Facilities Magazine	1.5
	Aggregate time to review and respond to emails and calls	2.0
	New Client meeting/Project evaluation	1.5
	Weekly Markeitng Meeting	1.0
	Inventory Updates	2.0
01/1 <u>8/1</u> 2	Prep Project Shield for IDA meeting	4 0
	ABG luncheon w/ Ken Adams, speaker	1.0
		3.0
	OC IDA meeting - support for Project Shield	3.5
	Aggregate time to review and respond to emails and calls	2.0

Name:	Meghan Taylor	
Month:	January 2012	
		T:
Date	Activity	Time
01/19/12	ABG Steering Committee meeting	2.0
	Aggregate time to review and respond to emails and calls	3.0
	Inventory Updates	2.0
01/20/12	Mid-Orange Correctional meeting	1.5
	Aggregate time to review and respond to emails and calls	2.0
	JEDI Meeting	1.5
	City of Middeltown Meeting/Property Tour	2.0
01/23/12	Medical Device/Distribution meeting	6.0
	Aggregate time to review and respond to emails and calls	2.5
01/24/12	Aggregate time to review and respond to emails and calls	2.0
01/24/12	Inventory Updates	2.0
***************************************	Arts Council Economic Development Meeting	1.5
04/05/40	T (A) Mindow Mindow Province	2.5
01/25/12	Town of New Windsor - Jim Petro-New Windsor Properties Aggregate time to review and respond to emails and calls	2.5 2.5
		·····
01/26/12	Marketing meeting - First Impressions	1.5
	Aggregate time to review and respond to emails and calls	2.5
	Inventory Updates	2.0
01/27/12	Aggregate time to review and respond to emails and calls	2.0
	Medical Device Industry research	2.0
01/30/12	Trade Show planning	1.5
***************************************	Aggregate time to review and respond to emails and calls	1.5
	Weekly Marketing Meeting	1.0
	Inventory Updates	2.0
01/31/12	O & R client meeting	1.0
	HVEDC Shovel-ready meeting	2.0
	Aggregate time to review and respond to emails and calls	2.5
***************************************	Total Hours	137.0

Name:	Meghan Taylor	
Month:	February 2012	
Date	Activity	Time
	Project Rocky site tour	2.0
	Marketing meeting - AJ Ross	2.5
/	Aggregate time to review and respond to emails and calls	2.5
	Meeting with Town of Wallkill Officials and Developer	2.0
02/02/12	Aggregate time to review and repsond to emails and calls	3.0
F	Project Shield - Town of Hamptonburgh public hearing	2.0
ı	Meeting with Michael Bluestein - potential clients	1.5
Į.	nventory Updates	2.0
02/03/12	Aggregate time to review and respond to emails and calls	
02,00,12	Marketing Meeting - SB	2.5 1.0
	Town of New Windsor /Aiport Properties Meeting	2.0
(Creation/Editing of New Windsor flyer	1.5
02/06/12	Town of Hamptonburgh public hearing - Project Shield	2.0
/ <i>F</i>	Aggregate time to review and respond to emails and calls	1.5
1	nventory Updates Veekly Marketing Meeting	2.0
	Vectory Walnering Weeting	1.0
02/07/12	Aggregate time to review and respond to emails and calls	2.5
N	Marketing strategy meeting	2.5
[1]	DA Public Hearing in Town of Hamptonburgh - Project Shield	1.0
02/09/42		
02/06/12 1	own of Newburgh/Airport properties Follow up - design Aggregate time to review and respond to emails and calls	2.0
F	Prep/Research for ICSC Trade Show	2.0
	TOP TO SOCIAL TO TOO TRACE OF THE PROPERTY OF	2.0
02/09/12 A	Aggregate time to review and respond to emails and calls	3.0
N	flarketing meeting - AJ Ross	1.5
02/10/12 4		
02/10/12	Aggregate time to review and respond to emails and calls nventory Updates	2.5
		2.0
02/13/12 A	Aggregate time to review and respond to emails and calls	2.0
F	Prospect Meeting wih Orange & Rockland	2.0
V	Veekly marekting meeting	1.0
02/14/12 1/	Vall Street Journal/Allan Ross meeting	
Δ2/14/12/4	ggregate time to review and respond to emails and calls	2.0
F	IVEDC Shovel Ready Meeting	2.5
	aggregate time to review and respond to emails and calls	2.0
02/15/12 T	own of New Windsor conference call (George Green) and Site Selector magazine	1.5
	Client meeting - Matrix	2.5
	DA meeting - Marketplace Client Meeting - Jay Myrow	2.5
	ricit weeting - Jay wyrow	1.5
02/16/12 S	UNY Orange - Advanced manufacturing	2.0
	ggregate time to review and respond to emails and calls	2.5
	PRMC - BioHud Meeting	2.0
Ir	ventory Updates	1.5
02/17/12 0	C Chamber of Commerce - prospect meeting	
	ggregate time to review and respond to emails and calls	1.5
	radeshow Prep	2.5
		3.0
	CSC Mid-Atlantic Conference	7.5
	roker networking	2.0
IA	ggregate time to review and respond to emails and calls	2.5
02/21/12 10	CSC Mid-Atlantic Conference	
	eveloper Networking	7.5
	ggregate time to review and respond to emails and calls	2.5

Name:	Meghan Taylor	
Month:	February 2012	
Date	Activity	Time
02/22/12	ICSC Mid-Atlantic Conference	7.5
	Broker Networking	2.0
	Aggregate time to review and respond to emails and calls	3.0
02/23/12	Marketing meeting - 8 Hats High	2.0
	Aggregate time to review and respond to emails and calls	1.0
	Preparation of IDA PowerPoint presentation for JEDI meeting	1.5
	Inventory Updates	2.0
02/24/12	SEO Marketing Meeting	2.0
**************************************	Aggregate time to review and respond to emails and calls	3.0
02/27/12	Vacation	
02/28/12	Vacation	
02/29/12	Vacation	
	Total Hours	136.5

lame:	Meghan Taylor	ag amanum a a ana a an anns a muura arren
lonth:	March 2012	
Date	Activity	Time
03/01/12		111113
03/02/12	Vacation	
03/05/12	Compiled lists for marketing mailings	1.1
the survey and the survey of t	Aggregate e-mail and phone follow up	4.1
03/06/12	Marketing meeting with SB	1.
	Spring addition of the OCP Newsletter-Reviw and Edit copy	1.
	Site tour of new property on the market	2.
	Marketing meeting with Node Studios Aggregate e-mail and phone follow up	2.
	riggiogate o mair and priorie tollow up	
03/07/12	Call with Mike Oates/Gary Drumheller/Don Pussey - Project Rocky	0.
	Site tour - 453 Route 17K Client Meeting - Polich Tallix	1.
	Camp LaGurardia Planning Meeting	2.
	Aggregate e-mail and phone follow up	2.
03/08/12	Call discussing re-development of property on Route 17k in the Town of New Windsor	1.
03/00/12	Aggregate e-mail and phone follow up	2.
03/09/12	Aggregate e-mail and phone follow up	2
	Project Garden Call with company officials - intital project evaulation Inventory Updates	1
	Call - Lead BW- project evaluation	1
	Broker Broadcast and property search for lead BW	1.
03/12/12	Aggregate e-mail and phone follow up	2.
00/12/12	Broker Broadcast and property research - Project Garden	1.
	Medical device company outreach	2
Profession standards with the strends and conservations	Edit/prepare marekting materials for client meeting	2
03/13/12	Aggregate e-mail and phone follow up	2
	Conference Call - Project Evaluation for City of Newburgh	1
	Medical Device Company Research - began developing marketing strategy Gathered Site Data for Project Garden	3
	Cathered Site Data for Froject Garden	
03/14/12	Aggregate e-mail and phone follow up	2
	Inventory Updates Marketing Research - WSJ	2
	Iwareung Research - 9903	
03/15/12	Project Garden Call with Client	1
	Aggregate e-mail and phone follow up Prep for Atlas Industries Meeting	
	Prep for Atlas industries weeding	
03/16/12	Aggregate e-mail and phone follow up	2
	City of Newburgh / Atlas Industries Meeting	1 1
	City of Newburgh IDA Meeting	
03/18/12	Email Follow Up	2
03/10/12	International trade show prep	2
03/18/12	NAI Global Conference NYC Prep Work	1
	Call with Kunimasa Akasaka re: international prospect	0
	Aggregate email and phone follow up	1.
	Marketing Meeting with Allan Ross Incentive marketing packet-new design	2
	modular mandaling passes now accept	
03/20/12	NYC NAI Real Estate Conference	4

Name:	Meghan Taylor	
Month:	March 2012	
Date	Activity	Time
	Diplomatic Expro-tradeshow marketing	2.0
	OCP Board presentation on Marketiang	1.0
03/21/12	E-mail and calls	1.5
	Diplomatic Expro-tradeshow marketing	2.0
	City of Newburgh IDA meeting and Meeting with the Mayor	2.0
	Inventory Updates	2.0
03/22/12	Project Garden Call with Client/ Site Evaluation	1.5
	Call with Mike Torelli - re: prospect and prep for Diplomatic Expo	2.0
	Aggregate Email and call follow up	2.0
***************************************	Project Gypsum RFI preperation	2.0
03/23/12	Joint Economic Development meeting Town and Village of Goshen	2.0
	Tradeshow scheduling and planning	2.0
	Development of the Cable TV Commercial-Sound studio	2.0
	Prep work for site tour on Project Gypsum	1.0
	e-mail and phone calls	2.0
03/26/12	Aggregate email and phone follow up	3.0
	Client meeting	1.5
	Conference Call - Site Selection Partnership Marketing Opportunity	1.0
03/27/12	Marketing meeting - 8 Hats High	1.5
	Preparation for Project Gypsum site tour	2.0
	Aggregate email and phone follow up	2.0
	Preparation for International Diplomatic Expo	2.5
03/28/12	Prepare for International Expo	1.5
***************************************	Client meeting at Mid-Hudson Correctional facility	3.0
	Site Tour for Project Gypsum	2.0
03/29/12	International Expo	10.0
03/30/12	Meetings with contacts from International diplomats and attaches' expo	10.0
	Total	144.0

	Sarah Brosnan	
Month:	January	
B.4		
Date	Activity	Time
Jan. 3, 2012	Created OCP letterhead meeting with first Impressions	3.0
	Answered Email and phone calls	2.0
1 4 004	Researched other Economic Development Agencies Marketing	3.0
	Leadership Orange	0.0
Jan. 5, 2012	Created / sent out Fusco Engineering Eblast	6.0
1 (2012	Answered Emails and phone calls	2.0
Jan. 6, 2012	Created Regional Council Forum flyer	3.0
	Answered Emails / phone calls	2.0
I 0 2012	Researched EDC marketing awards	3.0
Jan. 9, 2012	Marketing meeting	2.0
	Answered Emails and phone calls	2.0
Inn. 10. 201	Researched the Site Selectors App	4.0
Jan. 10, 201.	Marketing meeting	1.0
	Created BR&E direct mail campaign post card #1 and met w/ First Impressions	5.0
I 12 201	Answered Emails and phone calls	2.0
an. 12, 201.	Marketing Meeting	1.0
	Board Orientation Meeting prepared / assembled packets	3.0
	Answered Emails and phone calls	2.0
12 201	Researched other EDC's marketing	2.0
ian. 13, 201.	Meeting with Jeanne Labarge – HV DKI New Investor Eblast	1.0
	Answered Emails and phone calls	2.0
16 201	Worked on ABG Understanding Incentives Booklet	5.0
an. 16, 2012	Holiday	0.0
an. 17, 2012	Answered Emails and phone calls	1.0
	Updated Median Household by Zip Website Updates	2.0
	Marketing meeting	1.0
10.001	Worked on ABG Understanding Incentives Booklet	4.0
an. 18, 2012	Answered Emails and phone calls	3.0
01/10/10	ABG Luncheon - Ken Adams. Setting up, took pictures	5.0
01/19/12	Answered Emails / phone calls	3.0
	Phone call with 8 Hats high to compare site selector app ideas	2.0
20 25 2	Edited pictures for marketing	3.0
	Vacation/Sick	0.0
an. 30, 2012	Answered Emails and phone calls	3.0
	Designed BR&E Direct Mail Post Card	3.0
	Worked on ABG Understanding Incentives Booklet	1.0
21 0010	Answered phone calls and Emails	1.0
an. 31, 2012	Marketing Meeting	1.0
	Worked on Understanding Incentives Booklet	3.0
 	Phone Systems meeting	2.0
	Answered Emails and phone calls	2.0
	Total Hours	96.0

Name:	Sarah Brosnan	
Month:	February	
		
Date	Activity	Time
Feb. 1, 2012	Leadership Orange Created BR&E Direct Mail Campaign #2	0.0
160. 2, 2012	Answered Emails and phone calls	3.0
	Created and Sent out Village of Walden Eblast	1.0
	Phone call with Joe Harrington HV Audio/Visual	1.0
Feb. 3, 2012	Weinerts Tshirts	1.0
	Answered Emails and phone calls	2.0
	Created HV DKI Eblast Worked on Understanding Incentives Booklet	2.0
Feb 6 2012	Marketing Meeting	3.0
100. 0, 2012	Worked on Demographic Resource Guide	3.0
	Reasearched EDC's marketing	2.0
	Answered Emails and phone calls	1.0
Feb. 7, 2012	Answered Emails and phone calls	3.0
	Worked on Regional Council Forum	2.0
Fab 9 2012	Meeting at First Impressions Worked on DEC wetland flyer	2.0
1 CU. 0, 2012	Worked on New Windsor properties marketing	4.0
-	Answered Emails and phone calls	2.0
	Marketing Meeting	1.0
Feb. 9, 2012	Worked on Newsletter	2.0
	Answered Emails and phone calls	2.0
F.1. 10.001	Researched EDC's Marketing	4.0
Feb. 10, 201	Answered Emails and phone calls	3.0
	Marketing Meeting Researched EDC's Marketing	2.0
Feb. 13, 201	Marketing Meeting	3.0
	Answered Emails and phone calls	2.0
	Worked on New Windsor properties marketing	2.0
	Worked on Chess piece marketing tri-fold	2.0
Feb. 14, 201	Packaged all photos/type for newsletter	3.0
	Answered Emails and phone calls	2.0
_	Maeeting with First Impressions Marketing Meeting with Wall Street Journal Reps	1.0
Feb. 15, 201	Worked on Site Selection Ad w/ AJ Ross	3.0
	Answered Emails and phone calls	2.0
	Marketing Meeting	1.0
	Worked on Understanding Incentives Booklet	2.0
Feb. 16, 201	Answered Emails and phone calls	2.0
	Follow up phone call with AJ Ross regarding newsletter	1.0
	Researched Marketing tools Worked on BR&E Direct Mail Campaign	3.0
Feb. 17, 201	Marketing meeting with First Impressions	1.0
	Phone Conversation with Phil Crotty regarding New windsor properties	1.0
	Answered Emails and phone calls	2.0
	Worked on Understanding Incentives Booklet	4.0
Feb. 20, 2012		0.0
Feb. 21, 2012	Worked on Understanding Incentives Booklet	3,0
	Prepared for Board Meeting Answered Emails and phone calls	1.0
	Worked on Marketing Measures	2.0
Feb. 22,2012	worked on design for Wall Street Journal Insert	4.0
,,-	Worked on Understanding Incentives Booklet	2.0
	Answered Emails and phone calls	2.0
Feb. 23, 2012	Created/Sent out Public hearing notice	3.0
	Answered Emails and phone calls	2.0
	Phone call with AJ Ross	1.0
Feb. 27, 2012	Went to Auro Chemicals for Tour of Expansion / Photo shoot Answered Emails and phone calls	2.0
eu. 21, 2012	Phone call with Barbara Ela regarding Marketing Eblast (Benjamin Enterprises	2.0
	Phone call with AJ Ross	1.0
	Edited Newsletter	1.0

Name:	Sarah Brosnan	
Month:	February	
Date	Activity	Time
	Worked on Understanding Incentives Booklet	
	Marketing Meeting	2.0
Feb. 28, 2012	Answered Emails and phone calls	1.0
	Phone call with AJ Ross	2.0
	Worked on BR&E Direct Mail Campaign Postcard	1.0
	Worked on Understanding Incentives Booklet	2.0
	Worked on NYSERDA Incentives for Marge	1.0
Feb. 29, 2012	Answered Emails and phone calls	
	Worked on Incentives Packages for Clients	2.0
		2.0
	L	139.0

	Sarah Brosnan	
flonth:	March	
Date	Activity	
	Answered Emails and phone calls	Time
00/01/12	Worked on Incentives Packages for Clients	2
	Worked on New BR&E Direct Mail Campaign	3
		2
00/00/40	Sent out ABG 1st Quarter Invite	1
03/02/12	Answered Emails and phone calls	2
	Phone call with Scott jaquith Business Xpansion Journal	1
	Meeting for Leadership Orange Class Project 1 hour	
	Worked on Understanding Incentives Booklet	2
	Worked on SEO bullets with Maryanne	
03/05/12	Answered Emails and phone calls	
The Draw of the Control of the Contr	Marketing Update meeting	2
	Researched other EDC's	2
	Designed Marketing Materials	1
	Newsletter Editing	1
03/06/12	Answered Emails and phone calls	2
	Worked on Newsletter	2
	Meeting with 8 Hats high regarding commercial	3
03/07/12	Leadership Orange	
	Answered Emails and phone calls	0
03/00/12	Worked on Incentives Packages for Clients	2
-	worked on Intentives rackages for Clients	1
	Worked on Project Maine Letters and Mailings	1
	Marketing Update meeting	1
	Worked on Wall Street Journal Insert	3
03/09/12	Answered Emails and phone calls	2
	Worked on Wall Street Journal Insert	4
03/12/12	Answered Emails and phone calls	2
	Downloaded Shutter Stock Photos for Marketing Materials	2
	Worked on Wall Street Journal Insert	2
	Worked on Benjamin Enterprises Eblast	2
03/13/12	Chamber Breakfast	1
	Answered Emails and phone calls	2
	Marketing Update meeting	1
	Downloaded Shutter Stock Photos for Marketing Materials	1
	Worked on Benjamin Enterprises Eblast	
	Worked on Wall Street Journal Insert	1
		1
0044	Put together Medical device Packets for clients	1
03/14/12	Answered Emails and phone calls	1
	Downloaded Shutter Stock Photos for Marketing Materials	2
	Went to First Impressions for printing	2
	Worked on Wall Street Journal Insert	2
	Worked on Benjamin Enterprises Eblast	1
03/15/12	Answered Emails and phone calls	1
	Worked on Benjamin Enterprises Eblast	1
**************************************	Worked on Wall Street Journal Insert	3
***************************************	Phone call with First Impressions	1
	Assembled marketing packets	I
	Downloaded Shutter Stock Photos for Marketing Materials	
03/16/12	Answered Emails and phone calls	1
03/10/12		2
	Updated Local resources on website	1
	Marketing meeting	2
00//	Worked on Wall Street Journal Insert	2
03/19/12	Answered Emails and phone calls	1
	Marketing meeting with AJ Ross	2
	Worked on Wall Street Journal Insert	2
	updated incentives packets	2
	Press check at first impressions	1
03/20/12	Press check at first impressions	5.
	Answered Emails and phone calls	1.

Name:	Sarah Brosnan	
Month:	March	
Date	Activity	Time
	Worked on Wall Street Journal Insert	2.0
03/21/12	Answered Emails and phone calls	2.0
	Put together Incentive packets for international tradeshow	6.0
03/22/12	Answered Emails and phone calls	2.0
	Put together Incentive packets for international tradeshow	4.0
03/23/12	Answered Emails and phone calls	2.0
	Prepared marketing for Jedi Meeting	1.0
	Worked on Wall Street Journal Insert	4.0
03/26/12	Answered Emails and phone calls	2.0
	Downloaded Shutter Stock Photos for Marketing Materials	1.0
	Designed ABG membership fee flyer	1.0
	Assembled packets for international tradeshow	4.0
03/27/12	Answered Emails and phone calls	1.0
	Marketing Meeting	2.0
	Designed OC Chamber Business Watch Advertisement	2.0
	Updated Vacancy Rates on OCP Website	1.0
	Downloaded Shutter Stock Photos for Marketing Materials	1.0
03/28/12	Answered Emails and phone calls	1.0
	Worked on OC Business Watch Ad	1.0
	Got ABG marketing material together for 1st quarterly dinner	1.0
	Designed marketing sign for Foreign Trade Zone for NYC Expo	2.0
	Got all marketing ready to go for international Tradeshow	5.0
03/29/12	Answered Emails and phone calls	2.0
	Updated Website information	2.0
	Downloaded Shutter Stock Photos for Marketing Materials	2.0
03/30/12	Answered Emails and phone calls	2.0
	Worked on Wall Street Journal Insert	2.0
	Downloaded Shutter Stock Photos for Marketing Materials	1.0
		156.0

Name: Virginia Forni

Month: January 2012

Date	Activity	Time
01/05/12	Proofreading marketing materials Mailing of marketing materials Proofreading and corrections to newsletter Mailing of marketing materials ABGluncheon - preparation and attendance ABG Strategic Initiatives preparation	1.5
01/10/12	Mailing of marketing materials	2.0
01/12/12	Proofreading and corrections to newsletter	2.0
01/12/12	Mailing of marketing materials	2.0
01/18/12	ABGluncheon - preparation and attendance	3.0
01/19/12	ABG Strategic Initiatives preparation	1.5
Total		12.0
*		

Name: Virginia Forni

Month: February 2012

Date	Activity	Time
00/00/40	Mailing Orange County Partnership books Newsletter proofing Marketing proofing Incentives booklet Final proof for newsletter Mailing to out of state brokers	2.0
02/06/12	Maining Orange County Fathership books	1.5
02/15/12	Newsletter proofing	1.5
02/16/12	Marketing proofing	1.0
02/17/12	incentives booklet	2.0
02/21/12	Final proof for newsletter	2.5
02/22/12	Mailing to out of state brokers	2.3
		PRO-STATE STATEMENT STATEMENT OF STATE OF STATE AND STATEMENT OF STATE
		10.5
AAAA 327227 F796		
		d abstract has did to the concept of the data and a secretaria of the concept of the concept of the secretaria
.a.v. p. v. p. ac. 50000 200 04 - 000 7700 2010		
pp pp-pp		
4,000		
ma. 1 = 71 : A 11 2		- New Add-Add - A- Serger ages (Mark-An energy) - Western Market (Mark-An energy)
.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		999-11 2 11 2 12 2 12 2 12 2 12 2 12 2 1
# ##F* 10.000 + 00.00		
man af as 154 i P155 v d - 17 1999	A TOTAL AND	1. p. of the late of the control of
		And community of the co
	A SAN AND AND AND AND AND AND AND AND AND A	2000-200-100-100-100-100-100-100-100-100
		AND COLUMN TO THE OWNER AND ADDRESS OF THE AND ADDRESS OF THE ADDR

~~~		
***************************************		140 Add 1 (1 (1 (1 (1 (1 (1 (1 (1 (1 (1 (1 (1 (

Virginia Forni

Month:

March 2012

Time
1.0
2.0
1.5
3.0
3.0
3.5
2.5
5.5
22.0
_

Name: Maryanne Monte

Month: January 2012

Date	Activity	Time
	Letters to elected officials, school district officials, board members, etc to transmit the	
01/05/12	25th Anniversary Commemorative Book Press Releases for new Board Members	1
01/10/12	Press Releases for new Board Members	
01/12/12	Success Stories for webpage	4. 1. 2.
	Total Hours	7.
-		

Name: Maryanne Monte

Month: February 2012

Date	Newsletter Newsletter	Time 4. 4. 8.
02/14/12	Newsletter	4.
02/21/12	Newsletter	4.
	Total Hours	8.
	100111001	
		THE OWNER OF THE OWNER
***************************************		
and the second s		
		-
****		 
· · · · · · · · · · · · · · · · · · ·		
·		

Name: Maryanne Monte

Month: March 2012

Date	Activity	Time
03/05/12	copy for new website pages copy for new website pages proof newsletter/add copy letter to medical device companies	2 hours
03/13/12	copy for new website pages	2 hours
03/12/12	proof newsletter/add copy	3 hours
03/15/12	letter to medical device companies	1 hour
		8.
	,	
***************************************		Process
		***************************************
10 MM		
***************************************		
	Property	

# Newburgh Armory Project 2011-2012

Date	Payee	Service	Amount Paid
12/21/2011	12/21/2011 Petro Plumbing and Heating	Removal of existing steam units in Drill area	\$12,800.00
12/21/2011	12/21/2011 Sullivan Fire Protection Corp	Unity Center Sprinkler System	00 000 09\$
1/18/2012	1/18/2012 Athena Light and Power LLC	Lights and Light Fixtures	\$17,952.00
1/18/2012	1/18/2012 Genesis Innovations	Roof Repairs	\$7.850.00
1/5/2012	1/5/2012 JM Excavating, Inc.	Fire line service	\$16,900.00
1/10/2012	1/10/2012 Sullivan Fire Protection Corp	Completion of Sprinkler System	\$5.650.00
1/31/2012	1/31/2012 LaMela & Sons, Inc.	Concrete work for site	\$2,850.00
4/18/2012 CSArch	CSArch	Architectural/Construction work	\$45.982.26
4/18/2012 CSArch	CSArch	Architectural/Construction work	\$2 975 97
4/18/2012 CSArch	CSArch	Architectural/Construction work	\$2 100 00
4/18/2012	4/18/2012 Rick Milton & Associates	Demo/Paint	\$1,150,00
4/18/2012	4/18/2012 Rick Milton & Associates	Paint Materials	\$683.02
4/18/2012	4/18/2012 Vardon, Inc.	Plumbing work	\$14,972.00

Total project costs



April 10, 2012

Laurie Villasuso
Administrative Assistant
Orange County Industrial Development Agency
Orange County Government Center
255 Main Street
Goshen, NY 10924

Dear Laurie:

Enclosed are the following invoices that we are hoping will be paid this month:

CS Arch	\$45,982.00
CS Arch	\$ 2,975.97
CS Arch	\$ 2,100.00
Rick Milton & Associates	\$ 1,150.00
Rick Milton \$ Associates	\$ 683.02
Vardon	\$ 14,972.00

TOTAL \$67,863.25

Thank you for your attention to this request.

Sincerely,

Deirdre Glenn, CEO

# THE ORANGE COUNTY INDUSTRIAL DEVELOPMENT AGENCY

# COUNTY GOVERNMENT CENTER GOSHEN, NY 10924

2/3	/12									
		(Date)-	_	Pay To						
(For Agency Use Only)			Address 40 Beav	er Street						
		Claim No.		Albany,	New York	12207				
					TAY O OR OH	DITIONE	UNIT PI	RICE	AMOUN	T
-	ATE	QUANTITY	The second second	CRIPTION OF MATER		JOMP SUM	60,000	00		
1/31	/1		\$60,000.0	armory Unity Center						1
ĺ				: CD 75%, Bid 5%, CA	201					
		1		date = 100% CD						
				ice (#1 - #4)thru 1009			1		45,000	00
			Reim	bursables - Sept thru	Dec, 2011				982	26
									1	1
							ł	1		1 1
									45,982	26
							TOT	AL		1 1
,	HEREBY	CERTIFY that the abo	ve named articl	ies, in the quantities specified we times indicated; and that such an	re delivered to m	e upon the date indica entering and benefit	ted, and that 12 of the Orange (	ie services County In	dustrial Develop	ment
	ny the pers Agency.	ons named, for the purp	oses and at the	times indicated; and that short me	HORES MALO TO: MI		_			ł
	-Quitoy.									
ΙT	Reviewed by	CPO (Far Age	ncy Use Only)			 		iondra interes	comentackonolonistak	
					q <b>a</b> #4081	To be signed by the Officer	of the Orange Com	sty Industrial	Development Agency	
<u></u>	All the second				PENNS		W 100 100 100 100 100 100 100 100 100 10			
	STA	TE OF NEW YORK: COL			C.	11 Dans	land.			
		Thomas M.	Kitzenth	a Pr says that ho/sho is	Execu	tive Prince	125/		4	
	of .	CSArch					•			
	37	Name of corpo		the proof of the p	Salaim and hereby	certifies to the Orange C	county Industrial	Developme	ant Agency, its offic	oers and
recore	The tovinuous	olaiment enentioned in the set the above claim is true	within claim, is d and correct; that the	uly authorized to execute this proof o he services charged for wore schuelly shale amount claimed remains due, or	rendered; that the a	rticios charged for thereis	n have been furb il, state or city to	b bna berlei ebulani sax	elivered; that the d in said claims	
disbu				rhole emount claimed remains due, or or may of his employees, having an in						iria)
Deve										
India	Claimant, a corporation, certifies that no officer or employee of said corporation, having an interest, direct or indirect, in this claim, are officers or employees of the Orange County									
UNG	inclustrial Development Agency.  Claimant, is an employee or officer of the Orange County Industrial Development Agency, certifies that this claim is only for compensation and or necessary expenses incurred in the									
ourformation of dubits,										
	This certification is made pursuant to the provisions of Article IV of the By-Laws of Orange County Industrial Development Agency.									
_				,		Winger !	11.14	11/1	Tol	
		(Par Agency Use Only)	,	Signat	ure of Claimant	Thomas Ritse	thaler			
- 1		samalangene			Date	2/3/12	-(-)			
ŀ		Date							(Form updata	d July 2009)
- 1	Pale by Chi	d								_



40 Beaver Street Albany, New York 12207-1511 518.463.8068 Fax 518.463.8069

Involce

Deirdre Glenn **Executive Director** Newburgh Armory Unity Center 321 South William Street Newburgh, NY 12550

September 30, 2011

Project No:

807-11-01

Involce No:

Newburgh Armory Unity Center Project 807-11-01 Professional Services from September 01, 2011 to September 30, 2011

Fee

Total Fee		60,000.0	0			
Billing Phone	Foe	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing	
Construction Documents	45,000.00	40.00	18,000.00	0.00	18,000.00	
Bidding	3,000.00	0.00	0.00	0.00	0.00	
Construction Administration	12,000.00	0.00	0.00	0.00	0.00	
	Totals		18,000.00	0.00	18,000.00	
		1	Total Fee			18,009.00
				Total thi	n Invoice	518,000,00



40 Beaver Street Albany, New York 12207-1511 518.463.8068 Fax 518.463.8069 www csarchpc com

Invoice

Deirdre Glann

**Executive Director** 

Newburgh Armory Unity Center

321 South William Street

Newburgh, NY 12550

807-11-01

October 31, 2011

Project No:

807-11-01 2

Involce No:

Project Newburgh Armory Unity Center Professional Services from October 01, 2011 to October 31, 2011

Total Fee		60,000.0	0			
Billing Phase	Per	Percent Complete	Earwod	Previous Fee Billing	Current Fee Billing	
Construction Documents	45,000.00	85.00	38,250.00	18,000.00	20,250.00	
Bldding	3,000.00	0.00	0.00	0.00	0.00	
Construction Administration	12,000.00	0.00	0.00	0.00	0.00	
	Totals		38,250.00	18,000.00	20,250.00	
			Total Fee	•		20,250.00
Consultants						
<b>Hudson Valley Env</b>	ironmental				598.40	
September of the Control of the Cont	otal Consultants				598.40	598.40
Reimbureable Expense	1				37440	37040
Reproductions	<del></del>				72.40	
Postage/Shipping/D	alivery				72.40 24.12	
	otal Reimburanbi	••				
•	Att Millioninal March	<b>4</b>			96.52	96.52
				Total this	Invoice	\$20,944,92

### **Outstanding Involces**

Number	Date	Balance
1	9/30/2011	18,000.00
Total		18,000.00



Project	807-11-01	Newburgh Armory Unity Center	Involos 2
		50-50-00-00-00-00-00-00-00-00-00-00-00-0	

Approved: U. Alfauttus.
Thomas Ritzerijas er

Project	807-11-01	Newburgh Armory Unity Center	Invoice	2
Billing Backup			Wednesday, Nove	mber 02, 201 1
CSArch		Invoice 2 Dated 10/31/2011		2:18:45 PM
Project	807-11-01	Newburgh Armory Unity Center		
Consultants				
Hudson Vall	ey Environmental			
AP 34184		Hudson Valley Environmental / 807-11- 01/NewburghArmory>10/11	598.40	
	Total Cousu		598.40	598.40
Reimbursah	lo Expenses			
Reproduction	18			
AP 34096	10/14/2011	Carnelot Legal Copy / 807-11- 01/NewburghArmory	72.40	
Postage/Ship	ping/Delivery			
AP 34193		Worldwide Express	17.40	
AP 34193	10/25/2011	Worldwide Express	6.72	
	Total Reimb	pursables	96.52	96.52
		Total	this Project	3694.92
		Total	this Report	\$694.92

# HUDSON VALLEY ENVIRONMENTAL

51 Old Qualter Hill Rd. Monroe, NY 10950 Phono: (845) 248-1987

Email: cath@hudoawallsyom/transcatal.co

DATE: October 18, 2011 101811-11 invoice

Edil To: Robert Leleyetto CB Arch 19 Front St. Nooburgh, NY 12550-7601

de Sandia (Perancehop, com

845-551-3179 845-561-3215

Project: Newburgh Armory

	PAYANI	
1	PAID	•
1	CK.#	5
1		,,

Product ID	Description	Quartify	Unit Price	Line Total
Inspection PLM NOB Semples	Inspection Fee PLM Semple PLM TEM Analysis with NOB Prep Price Includes letter for building dept.	3	\$ 280,00 \$ 28,00 \$ 68,00	\$ 20,00 \$ 207,00 \$
			SUB (OTAL	644.0
			TOTAL PAID	9 4400

THANK YOU FOR YOUR BUSINESS!

Acamptance of Involce Your Due

reger Not british sember 601-11-01.

The please Cach Could be the Coul



40 Beaver Street Albany, New York 12207-1511 518.463.8068 Fax 518.463.8069 www.csarchpc.com

## Invoice

Deirdre Glenn **Executive Director** Newburgh Armory Unity Center 321 South William Street Newburgh, NY 12550

November 30, 2011

Project No:

807-11-01

Invoice No:

3

Project

807-11-01

Newburgh Armory Unity Center

Professional Services from November 01, 2011 to November 30, 2011

### Fe

Fee							
T	otal Fee		60,000.00	•			
В	Silling Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing	
_	Construction Occuments	45,000.00	95.00	42,750.00	38,250.00	4,500.00	
_	lidding	3,000.00	0.00	0.00	0.00	0.00	
	•	12,000.00	0.00	0.00	0.00	0.00	
	Construction Administration	12,000.00	0.00	0.00			
	/Milling erion	Totals		42,750.00	38,250.00	4,500.00	
			•	Total Fee			4,500.00
Reim	bursable Expenses	J.					
Т	Travel/Mileage					5.92	
	Reproductions					211.72	
	Postage/Shipping/Do	elivery				26.96	
		otal Reimbursab	les			244.60	244.60
					Total thi	is Invoice	\$4,744.60

# **Outstanding Invoices**

Number	Date	Balance
1	9/30/2011	18,000.00
2	10/31/2011	20,944.92
Total		38,944.92



The street	807-11-01	Newburgh Armory Unity Center	Invoice 3
Project	90/-11-01	1100000811111111	

Approved: Thomas Ritzenthaler

Proje	Project 807-11-01		Newburgh Armory Unity Center	Invoice	3	
Billing Backup CSArch		ackup		Friday, Dece	Friday, December 02, 2011	
			Invoice 3 Dated 11/30/201	1	11:27:19 AM	
Proje	ct	807-11-01	Newburgh Armory Unity Center			
Reim	bursable I	Expenses				
Trave	el/Mileage					
ΑP	34420	11/29/2011	Robert Lafayette	5.92		
Repro	ductions		- -			
AP	34241	11/3/2011	Camelot Legal Copy / 807-11-01/Newburgl Armory	n 18.68		
AP	34305	11/8/2011	Camelot Legal Copy / 807-11-01/NBArmon	ry 20.20		
MI	000P508	11/9/2011	Newburgh Canon September & October	172.84		
Posta,	ge/Shippin	g/Delivery	-			
AP	34327	11/14/2011	Worldwide Express	13.52		
AP	34327	11/14/2011	Worldwide Express	6.72		
AP	34375	11/17/2011	Worldwide Express	6.72		
		Total Reimb	ursables	244.60	244.60	
			Total	al this Project	\$244.60	
			Tot	al this Report	\$244.60	



40 Bezver Street Albany, New York 12207-1511 518.463.8068 Fex 518.463.8069

www.csarchpeicom

Invoice

Deirdre Glenn **Executive Director** Newburgh Armory Unity Center 321 South William Street Newburgh, NY 12550

December 31, 2011

807-11-01 Project No:

Invoice No:

Project

807-11-01

Newburgh Armory Unity Center

Professional Services from December 91, 2011 to December 31, 2011

Fee

Total Fee		60,000.00	)		New York Control of the Control of t		
Billing Phose	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing		
Construction Documents	45,000.00	100.00	45,000.00	42,750.00	2,250.00		
	3,000.00	0.00	0.00	0.00	0.00		
Bidding	4.4 (0.5 (0.5 (0.5 (0.5 (0.5 (0.5 (0.5 (0.5		0,00	0.00	0.00		
Construction	12,000.00	0.00	0.00	0,00	4.00		
Administration			45,000.00	42,750,00	2,250.00		
	Totals			4291000		2,250.00	
		•	Total Fee			2,250,00	
Reimbursable Expense	<b>LS</b>						
Consultant Reimbu	rmhia				42,74		
***************************************	fotel Reimburseb	des			42.74	42.74	
<b>3000</b>				Total this Invoice		\$2,292.74	

Approved: Se Atrauttus

Project	807-11-01	Newburgh Armory Unity Center	Invo	ice 4		
-	g Backup		Tus		ry 10, 2012	
CSArch		Invoice 4 Dated 12/3	1/2011	103121 AM		
Project	807-11-01	Newburgh Armory Unity Center				
Roimburs	ble Enpenses					
Consultent	Reimbursable			12.74		
AP 344	139 12/2/2011	Fellenzer Engineering LLP / 807-11- 01/NewburghArmory				
	Total Reim		•	12.74	42.74	
			Total this Project		\$42.74	
			Total this Report	342.74		

## THE ORANGE COUNTY INDUSTRIAL DEVELOPMENT AGENCY

## COUNTY GOVERNMENT CENTER GOSHEN, NY 10924

				GOSHEN, NT 10924			
2/3/12	2	(Date)		an we			
		(Date)		Pay To	<del></del>		
	(For	Agency Use Only)		Address 40 Beaver Street			<u>-</u>
	Clai	m No.		Albany, New York 12207			-
	1,100,000				UNIT PRICE	AMOU	עידי
DAT	E	UANTITY	THE RESERVE AND ADDRESS OF THE PERSON NAMED IN	CRIPTION OF MATERIALS OR SERVICES LUMP SUN	60,000 00	AMOU	
1/31/12	2/7-24		1000	Emory onicy center			1 1
			\$60,000.0	0 : CD 75%, Bid 5%, CA 20%			1 1
	1			date = 100% CD			1 1
			This invo	ice: 0 -> 25% Bid, 0 -> 10% CA	1 1	1,950	00
	3		Reim	bursables - January, 2012	1	1,025	97
			D0		1 1	l	1 1
					1	t	1 1
	- 1	3	() ()				
	1						1
					TOTAL	2,975	97
1 HE	REBY CEI	RTIFY that the abo	we named articl	es, in the quantities specified were delivered to me upon the date inc times indicated; and that such articles were for the sole use and bene	licated, and that the services offt of the Orango County In	s mave been renu dustrial Develop	ment
by th	ic persons f nev.	named, for the purp	oses and at the	mics mulcaire, and and spect amores were to			
		~					
Revi	ewed by CFO	(For Ag	ency Use Only)	Managan 2007 4 12 2 12 10 17 10 1 1			leave to see
				To be signed by the Off	lour of the Orange County industrial	Development Agents	
-							
	STATEO	F NEW YORK: CO	INTY OF ORAN	GB  Serve that he/she is Executive Prince The Original or	ipal		
	Thou	mas M. K.	1900They	says that ho/she is	otifier office or menter)		
	of	Name of corpo	ration of Erro				
	The claim	and mentioned in the	within claim, is d	uly authorized to execute this proof of claim, and hereby cartifies to the Orang	e County Industrial Developments have been been formished and d	ent Agency, its off elivered: that the	icers and
represent	stives that the	sbove claim is ((125) toolby and necessarily	men correct; that it v made: that the w	hole amount claimed remains due, owing and impeld, and that there are no for	ioral, state or city taxes include	d in said distill.	
6.50g150m	Claimant	further certifies that	neither himself, no	er may of his employees, having an interest, direct or induced, in this claim, sre	officers or employees of the C	range County Indi	etria)
Developn	WHEN & THE			or employee of said corporation, having an interest, direct or indirect, in this c			
Industrial	Developmen	ni Agenov.					
	Claimant	, is an employee or o	Moer of the Orang	County Industrial Development Agency, certifies that this claim is only for	compensation and or necessary	exbenses monues	m trie
pertorate	nce of duties. This cert	: rification is made nur	sugget to the emvis	tions of Article IV of the By-Laws of Orange County Industrial Development	Agency.		
	100 000	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,			u. Te	// .	
		(For Agency Use Only)		Signature of Claiment	MITHATE	me	
Det				Date 2/3/12	renchaler		
٨	dited	Dan		Date =	0		
Pal	Paid by Chick						



40 Beaver Street Albany, New York 12207-1511 518.463.8068 Fax 518.463.8069

www.csarchp..com

## Invoice

Deirdre Glenn **Executive Director** Newburgh Armory Unity Center 321 South William Street Newburgh, NY 12550

January 31, 2012

Project No:

807-11-01

Total this Invoice

\$2,975.97

Invoice No:

5

Project

807-11-01

Newburgh Armory Unity Center

Professional Services from January 01, 2012 to January 31, 2012

Total Reimbursables

Fee

Total Fee		60,000.00	)			
	_	Percent	P4	Previous Fee Billing	Current Fee Billing	
Billing Phase	Fee	Complete	Earned	pumg	DittimB	
Construction	45,000.00	100.00	45,000.00	45,000.00	0.00	
Documents	2 000 00	25.00	750.00	0.00	750.00	
Bidding	3,000.00			****	1,200.00	
Construction Administration	12,000.00	10.00	1,200.00	0.00	1,200.00	
Administration	Totals		46,950.00	45,000.00	1,950.00	
			Total Fee			1,950.00
Reimbursable Expense	<b>es</b>					
Reproductions					1,000.33	
Consultant Reimbu	moble				25.64	
		•==			1.025.97	1.025.97
7	Cotal Reimbursal	162			1,02007	-,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,

			W	
Onts	tano	189	Invo	CES

Number	Date	Balance
1	9/30/2011	18,000.00
2	10/31/2011	20,944.92
3	11/30/2011	4,744.60
4	12/31/2011	2,292.74
Total		45,982.26

## **Billings to Date**

	Current	Prior	Total
Fee Consultant	1,950.00 0.00	45,000.00 598.40	46,950.00 598.40
Expense	1,025.97	383.86	1,409.83
Totals	2,975.97	45,982.26	48,958.23

Projec	t 80°	7-11-01	Newburgh Armory Unity Center	Invoice	5
Bill	ing Ba	ckup		Friday, Fe	bruary 03, 2012
CSAr	ch		Invoice 5 Dated 1/31	/2012	11:02:59 AM
Projec	t	807-11-01	Newburgh Armory Unity Center		
Reimi	oursable Ex	penses			
Repro	ductions				
AP	34647	1/4/2012	P&P Quick Copy Ctr., Inc. / 807-11- 01/Newburgh	790.20	
MI	000P508	1/9/2012	Newburgh Canon Copier November & Decembe	210.13	
Consu	Itant Reimb	ursable			
AP	34657	1/6/2012	Fellenzer Engineering LLP / 807-11- 01/NewburghArmoryReim.	25.64	
		Total Reim	bursables	1,025.97	1,025.97
				Total this Project	\$1,025.97
				Total this Report	\$1,025.97



			والمتحدث والمتحدد وال
Project	807-11-01	Newburgh Armory Unity Center	Invoice 5
LIGIEM	001-11-01		

Approved: Thomas Ritzentheler

## THE ORANGE COUNTY INDUSTRIAL DEVELOPMENT AGENCY

## COUNTY GOVERNMENT CENTER GOSHEN, NY 10924

3/7/	/2012		_				
	(Date)		Pay To				
	(For Agency Use Only)		Address 40 Beaver 8	Street			
	and a No		Albany, Ne	w York 12207			
	Claim No.					and the second second	- Property
D	TE QUANTITY	DESCR	LIPTION OF MATERIAL		UNIT PRICE	AMOUN	
1/31/		\$60,000.00 Breakdown: Billed to d	CD 75%, Bid 5%, CA 20% ate = 100% CD, 25% Bid, e: 25 -> 75% Bid, 10 -	10% CA	50,000	2,100	00
			in the quantities specified were del		TOTAL	2,100	00
A	y the persons named, for the purp agency.	cases and at the time	in the quantities specified were del es indicated; and that such articles				.,,,,,,,
disbu	The claimant memboned in the sentatives that the above claim is true rements were extually and secessarily Claimant further certifies that	estes or firm within claim, is thuy and correct; that the s y made; that the whal neither himself, nor a	enthorized to execute this proof of clair ervices charged for were actually reade a amount claimed remains due, owing a my of his employees, having an interest,	n, and hereby certifies to the Orange red; that the articles charged for ther not unpaid, and that there are no fede direct or inducet, in this claim, are	County Industrial Develop ain have been fundahed an and, state or city taxes inclu officers or suployees of the	Orange County India	strist
	Cleiment, a corporation, certificial Development Agency.	ies that no officer or c	employee of said corporation, having an				
	Claimant, is an amployee or o	flicer of the Orange C	County Industrial Development Agency,	certifies that this claim is only for o	ompensation and or necess	uy exponses incurred	in lite
perio	This certification is made put  (For Agency Use Only)		s of Article IV of the By-Laws of Oran Signature o	Chause	M. Etyjs enthaler	the	
	Audited Date			No model to Mar		(Form update	si July 2007



**40 Beaver Street** Albany, New York 12207-1511 518.463.8068 Fax 518.463.8069

www.csarchpc.com

Invoice

Deirdre Glenn **Executive Director** Newburgh Armory Unity Center 321 South William Street Newburgh, NY 12550

February 29, 2012

Project No:

807-11-01

Invoice No:

Project

807-11-01

Newburgh Armory Unity Center

Professional Services from February 01, 2012 to February 29, 2012

Total Fee		60,000.0	0		
Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Construction Documents	45,000.00	100.00	45,000.00	45,000.00	0.00
Bidding	3,000.00	75.00	2,250.00	750.00	1,500.00
Construction Administration	12,000.00	15.00	1,800.00	1,200.00	600.00
	Totals		49,050.00	46,950.00	2,100.00
		7	Total Fee	•	_,

2,100.00

Total this Invoice \$2,100.00

## **Outstanding Invoices**

Number	Date	Balance
1	9/30/2011	18,000.00
2	10/31/2011	20,944.92
3	11/30/2011	4,744.60
4	12/31/2011	2,292.74
5	1/31/2012	2,975.97
Total		48.958.23

## **Billings** to Date

_	Current	Prior	Total
Fee	2,100.00	46,950.00	49,050.00
Consultant	0.00	598.40	598.40
Expense	0.00	1,409.83	1,409.83
Totals	2,100.00	48,958,23	51,058.23



Project	807-11-01	Newburgh Armory Unity Center	Invoice 6

Approved: Thomas Ritzenthales

TI	HE	<b>ORANGE</b>	cou	NTY INDUSTRIAL DEV	VELOI	PMENT A	GENCY	•
	/	,		COUNTY GOVERNMENT CENT	EK			
	1/2	/12		GOSHEN, NY 10924/	_	`		
	1/0	(Date)		Pay To SICK MILTON	19 H	SACIATE	5	
	(1	or Agency Use Only)		Address 71-19 B.Co.	ANVA	4		
		Jann No.		NEWBURGH	NY	12550	)	
DAT	E	QUANTITY		CRIPTION OF MATERIALS OR SERVI	CES	UNIT PRICE	AMOUN	
3/28	-30	46 HZS	De	PEMONE DEBRIS PRIME ROOMS PRIME ROOM		25,00 PM	1,150	20
			/					
						TOTAL	1,150	טט
hy tl Ager	ie persor	ns named, for the purp	oses and at the	es, in the quantities specified were delivered to me upor times indicated; and that such articles were for the sole		of the Orange County In		
	STAT	E OF NEW YORK: COL	INTY OF ORAN					
				says that he/she is	tle (President or other	office or member)		
represent	atives tha	t the above claim is true a	within claim, is t and correct; that t	aly authorized to execute this proof of claim, and hereby certific e services charged for were actually rendered, that the articles of hole amount claimed remains due, owing and unpaid, and that the	here are no federal	l, state or city taxes include	d in said claim.	
	Claur	ant further certifies that it	ienher himself, n	r any of his employees, having an interest, direct or indirect, in	this claim, are offi	icers or employees of the C	range County mouse	
	Cláin	ant, a corporation, certific		or employee of said corporation, having an interest, direct or inc				
	Clain	iant, is an employee or of	ficer of the Oran	e County Industrial Development Agency, certifies that this cla	im is only for com	pensation and or necessary	expenses meuried ii	
performa	nce of du Tlus	ties. certification is made purs	mant to the provi	ions of Article IV of the By-Laws of Orange County Industrial	Development Age	ency /		
		(E. America La Ordina		Signature of Claimant	4	1/le+		
Dat	red.	(For Agency Lsi Only)			4/2/12	1		
	ducd	Dit		Date				
Par	d by Checi						(Form updated	July 20091

THE	ORANGE	E COU	J <b>NTY INDU</b> COUNTY GO GOSH		T CENTER	PMEN	T A	GENC	Ÿ
\ F	(Date)		Pay To Address	Pick M.	BEOADW!	SOC .			
	Claim No		Auditoss		186H, NY	125	50		<u>-</u> -
DATE	QUANTITY		SCRIPTION OF MA			UNIT PR	RICE	AMOU	NT
3/30/12 3/301 12 3/28 1 12 3/27/12 3/31/12	I QY  5 GAL PAIN  SEE ATTACHE  SEE ATTACHE	BLA T 5 HEO F	CK PAINT GAL PAO ZON PAINTING M PAON BAGG &	OD PAIN ATERIAL PLASTIC 6 HATE	T (LOWES)  S (LOWES)  L (LOWES)  TRIALS	23 101 153 41 342	78 69 46 53 56	23 101 153 '41 362	189 46 53 56
						ТОТА	L	<i>483.</i>	02
hy the person Agency  Reviewed by C	is named. for the purpo	e named arm sex and at the sey Use Only	cles, in the quantities specifications indicated; and that s	such articles were f	or the sole use and benefi	it of the Orange Co	ounty Indi	istrial Developi	nent
\$1 YU	· OF NEW YORK: COUN	VI'Y OF ORAN	IGEsays that he/sh	ne is					
of					Title (President or oth	er office or member)			
epresentatives that lisbursements were Clauna	the above claim is true and actually and necessarily in in further certifies that nei	othin claim, is d I correct; that the w	fully authorized to execute this p he services charged for were ac thole amount claimed remains o ar any of his employees, having	tually rendered, that t due, owing and unpai	he articles charged for therei d, and that there are no federa	in have been furnished al, state or city taxes	included in	ered, that the said claim.	
Development Agens (Tlaim) industrial Develops	at, a corporation, certifies	that no officer	or employee of said corporation	n, having an interest,	direct or indirect, in this claim	m, are officers or em	ployees of	the Orange Count	у
Clams performance of bits		er of the Orany	e County Industrial Developme	ent Agency, certifies	that this claim is only for con	apansation and or ne	cessary	enses incurred in	the
These	entication is made pursua	nt to the provis	ions of Article IV of the By-La	iws of Orange County	Industrial Development Age	ency.	/		
Dated	(For Agency Use Only)		Si	ignature of Claima	11/2/	1º [Cl.	100		
	Date			Da	te				
Paid by Check								(Form updated Ja	ily 2009)



VILLAGE PAINT SUPPLY INC

179 SOUTH PLANK ROAD NEWBURGH NY 12550 845-562-0757

MESH REALTY

SOLD TO:303000

77-79 BROADWAY

INVOICE # 300091801

PAGE 1 CHRG INVOICE DATE: 03/30/12

TIME: 8:53 CLR :SC SLP :

SHIP TO: SAME

NEWBURGH NY 12550 3 PH#: (845) 565-6999

CUST PO#

CUST JOB

TERMS

AIV GIHS

PAYABLE UPON RECEIPT

TRC QTY DOM ITEM#

DESCRIPTION

Kink Mer-

RETAIL

PRICE

TOTAL

I 1 01002854

QT MOORGRD BLACK

**22.99 21.99** 21.99

PLEASE SIGN HERE:

RECV'D BY: RICK MILTON

SUBTOTAL: 21.99

TAX:

1.79

GRAND TOTAL: 23.78

HOUSE CHARGE 23.78



1239 ROUTE 300 NEUBURGH, NY 12550 (845) 567-2860

- SALE -

SALES#: S1584IF1 1510054 TRANS#: 14114489 03-30-12

35025 5GL VAL PRO 2000 S/G PAS 94.05 99.00 DISCOUNT EACH -4.95

> SUBTOTAL: 94.05

TAX: 7.64

INVOICE 14152 TOTAL: 101.69

101.69 4.95

TOTAL DISCOUNT:

MYLOWE'S CARD NUMBER: 481000109559227

LAR:XXXXXXXXXXXX1585 AMOUNT:101.69 AUTHC0:000350 SUIPED REFIDE ) 03/30/12 09:35:00

ACCOUNT WATE: HESH REALTY GROUP INC

AUTH BUYER: MILTON RICK

ACCOUNT WILL BE BILLED UPON MERCHANDISE TRANSACTION DATE FOR STOCK MERCHANDISE AND NO LATER THAN 90 DAYS FROM TRANSACTION DATE FOR SOS OR DIRECT OELIVERY **HERCHANDISE.** 

STORE: 1584 TERMINAL: 14 03/30/12 09:35:17

# OF ITEMS PURCHASED:

EXCLUDES FEES. SERVICES AND SPECIAL ORDER ITEMS

THANK YOU FOR SHOPPING LOWE'S. SEE REVERSE SIDE FOR RETURN POLICY. STORE MANAGER: ANGELO RESSO

WE HAVE THE LOWEST PRICES, BUARANTEED! IF YOU FIND A LOWER PRICE, WE WILL BEAT IT BY 10%. SEE STORE FOR DETAILS.

YOUR OPINIONS COUNT!

REGISTER TO WIN A \$5,000 LOWE'S GIFT CARD!

* IREGISTRESE PARA GANAR UNA TARJETA DE REBALO LOUE'S! *

* REGISTER BY COMPLETING A GUEST SATISFACTION SURVEY

UITHIN ONE WEEK AT: www.lowes.com/survey

YOUR ID# 14152 1584 090

NO PHRCHASE NECESSARY TO ENTER OR HTM



LOWE'S HOME CENTERS, INC. 239 ROUTE 300 NEUBURGH, Nº 12550 (845) 567-2860

## - SALE -

SALESM: S1584BP1 753995 TRANSM: 88945134 03-28- 2

12184 GB EASY FINISH A.P MIX 58	9.38
9.87 DISCOUNT EACH	-0.49
83182 5GL VALS AR HIGH HIDING L	73.15
77.00 DISCOUNT EACH	-3.85
110483 GL.FASTHIDE INT.S/G LTX U	13.27
13.97 DISCOUNT EACH	-0.70
110483 GL.FASTHIDE INT.S/G LTX W	13.27
13.97 DISCOUNT EACH	-0.70
234556 WOOSTER 3PK 9-1/2" ROLLER	8.97
9.44 DISCOUNT EACH	-0.47
45142 WHIZZ 2PK 4" CABINET/DOOR	4.45
4.68 OISCOUNT EACH	-0.23
45165 JH WHIZ 4" KTCHN/BTH VELO	3.78
3.98 DISCOUNT EACH	-0.20
55250 SHUR-LINE 2" TEFLON BRUSH	6.21
6.54 DISCOUNT EACH	-0.33
90408 FF/BH 1.5" ALL PAINTS ANG	6.62
6.97 DISCOUNT EACH	-0.35
40645 SHUR-LINE DEEP WELL PLAST	2.83
2.98 DISCOUNT EACH	-0.15
SUBTOTAL:	141.93
TAX:	11.53
INVOICE 01112 TOTAL:	153.46
•	ACO AE

TOTAL DISCOUNT:

LAR:XXXXXXXXXXXXXXX1585 ANOUNT:153.46 AUTHCD:000399

LAR:

SUIPED REFIO:

03/28/12 10:32:29

LAR PO: ARMORY

ACCOUNT NAME: MESH REALTY GROUP INC

AUTH BUYER: MILTON RICK

ACCOUNT WILL BE BILLED UPON MERCHANDISE TRANSACTION DATE FOR STOCK MERCHANDISE AND NO LATER THAN 90 DHYS FROM TRANSACTION DATE FOR SOS OR DIRECT DELIVERY MERCHANDISE.

STORE: 1584 TERHINAL: 01 03/28/12 10:32:52 # OF ITEMS PURCHASED: 10 EXCLUDES FEES. SE NICES AND SPECIAL ORDER ITEMS



THANK YOJ FOR SHOPPING LOUE'S. SEE REVERSE SIDE FOR RETURN POLICY. STORE NANABER: ANGELO RESSO





LOUE'S HOME CENTERS, INC. 1239 ROUTE 300 NEUBURGH, NY 12550 (845) 567-2860

## - SALE -

SALES#: \$1584CH2 1537395 TRANS#: 2676081 03-27-12

224272 42 BAL 3NL 24 CT CONTR CH	14.23
14.98 DISCOUNT EACH	-0.75
68292 DW 12IH 6TPI TAPER BK BD-	14.70
15.47 DISCOUNT EACH	-0.77
16906 10'X25" BLACK 4MIL PLASTI	9.48
9.98 DISCOUNT EACH	-0.50

SUBTOTAL: 38.41
TAX: 3.12
INUOICE 02508 TOTAL: 41.53
LAR: 41.53

TOTAL DISCOUNT:

2.02

LAR:XXXXXXXXXXXXXXX1585 AHOUNT:41.53 AUTHCO:000287 SHIPED REFJET 03/27/12 15:21:38

LAN PO: ARMORY

)

ACCOUNT NAME: MESH REALTY GROUP INC AUTH BUYER: MILTON RICK

ACCOUNT WILL BE BILLEO UPON MERCHANDISE TRANSACTION OATE FOR STOCK MERCHANDISE AND NO LATER THAN 90 DAYS FROM TRANSACTION DATE FOR SOS OR DIRECT DELIVERY MERCHANDISE.

STORE: 1584 TERMINAL: 02 03/27/12 15:22:01

# OF ITEMS PURCHASED:
EXCLUDES FEES, SERVICES AND SPECIAL ORDER ITEMS

THANK YOU FOR SHOPPING LOVE'S.
SEE REVERSE SIDE FOR RETURN POLICY.
STORE MANAGER: ANGELO RESSO

UE HAVE THE LOWEST PRICES, GUARANTEED!

IF YOU FIND A LOWER PRICE, WE WILL BEAT IT BY 10%.

SEE STORE FOR DETAILS.

REGISTER TO WIN A \$5,000 LOWE'S BIFT CARD!

* IREBISTRESE PARA BANAR UNA TARJETA DE REGALO LOUE'S! *

REGISTER BY COMPLETING A GUEST SATISFACTION SURVEY

UITHIN ONE DEEK AT: uuu.loues.com/survey

YOUR ID # 02588 1584 087

=



LOWE'S HOME CENTERS, INC. 1239 ROUTE 300 NEUBURGH, NY 12550 (845) 567-2860

- 10.00% OFF HILITARY- PERSONAL USE DISCOUNT SALE -- SALE -

SALES#: \$1584GC3 1395981 TRANS#: 2198409 03-31-12

70964 CEILING BOX COUER, FLAT,	3.28
0.91 DISCOUNT EACH	
4 0 0.82	
75637 3/8 NM CONNECTOR 10 BAG	3.28
3.64 DISCOUNT EACH	-0.36
70939 CEILING BOX. 1.5" DEEP. 1	4.12
1.14 DISCOUNT EACH	-0.11
4 0 1.03	
19453 3/4" X 60' UTILITY ELECTR	0.65
6.72 DISCOURT EACH	-0.07
114567 HIXED RED/YELLOH UINBNUT	6.52
7.25 DISCOUNT EACH	-0.73
169762 E-Z ANCOR STUD SOLVER 50	14.38
15.98 DISCOUNT EACH	-1.60
69868 14-2 MC W/GREEN GRND.AL C	48.38
53.76 DISCOUNT EACH	-5.38
155257 1G NYLON RECEPT PLATE 513	5.60
0.39 DISCOUNT EACH	-0.04
16 0 0.35	
51214 12 GAUGE DIRE 100'	6.11
TE TECHUNT EACH	-0.68
TO THE UNITE	138.00
CILCULT EACH	-0.13
307 3 1.15	
18853 "T" 12' MAINBE	105.00
5 _{mat} 13000 JNT EACH	-0.58
20 @ 5.25	

SUBTOTAL: 335.32 TAX: 27.24 INVOICE 02109 TOTAL: 362.56 LAR: 362.56

TOTAL DISCOUNT:

37.46

TOTAL

SWIPED REFID 03/31/12 08:54:02 LAN PO: ARMORY

ACCOUNT NAME: HESH REALTY GROUP INC

AUTH BUYER: MILTON RICK

ACCOUNT WILL BE BILLEO UPON MERCHANDISE TRANSACTION DATE FOR STOCK MERCHANDISE AND NO LATER THAN 90 DAYS FROM TRANSACTION DATE FOR SOS OR DIRECT DELIVERY MERCHANDISE.

STORE: 1584 TERHINAL: 02 03/31/12 08:54:15

# OF TTEMS DUDGHASED.

## THE ORANGE COUNTY INDUSTRIAL DEVELOPMENT AGENCY

## COUNTY GOVERNMENT CENTER GOSHEN, NY 10924

			GOSILEIN, INT 10324			
3/19						
	(Date)		Pay To Vardon, Inc.			
	(For Agency Use Only)		Address 650 N. Liberty Dr.			
			Address 650 N. Liberty Dr.			
	Claim No.		Tomkins Cove, NY 10986			
				7.		
DATE	QUANTITY	DE:	SCRIPTION OF MATERIALS OR SERVICES	UNIT PRICE	AMOUNT	Γ
3/19/1	2		ition #1 Plumbing Work at Newburgh Armory	<b>7</b>	14,972.	00
		Unity	Center			
	1					
			<b>k</b>			
			}			
	1			TOTAL		
				1 4	14.972.	00
	persons named, for the purpo		les, in the quantities specified were delivered to me upon the date indicated times indicated; and that such articles were for the sole use and benefit of			
Review	ed by CFO (For Agen	cy Use Only)				
			To be signed by the Officer of t	he Orange County Industrial De		• • • •
L			TO be signed by the Office of a	in Orange County disastinit of	· · · · · · · · · · · · · · · · · · ·	
	STATE OF NEW YORK: COUN					
	Gerals D'Unoir	10	says that he/she is President Title (President or other of	ice or member)		
	of Vardon Inc.	on or from		,		
					A	
			uly authorized to execute this proof of claim, and hereby certifies to the Orange Coun ie services charged for were actually rendered, that the articles charged for therein ha			ana
disbursemen	is were actually and necessarily m	ade; that the w	hole amount claimed remains due, owing and unpaid, and that there are no federal, st	ate or city taxes included it	n said claim.	
Developmen		ther himself, no	r any of his employees, having an interest, direct or indirect, in this claim, are officer	s or employees of the Oran	ge County Industrial	
•	1.00	that no officer	or employee of said corporation, having an interest, direct or indirect, in this claim, as	e officers or employees of	the Orange County	
	velopment Agency.					
performance		er of the Orang	e County Industrial Development Agency, certifies that this claim is only for compen	sation and or necessary ex	penses incurred in the	
	This certification is made pursua	nt to the provis	ons of Article IV of the By-Laws of Orange County Industrial Development Agency			
			/_ ^	19	,	
	For Agency Use Only)		Summer He off	11/0/5 1	7	
Dated	The state of the s		Signature of Claimant	1 harf		
Audited	Date		Date 3/19/12	,		
		11111111111				
Paid by	Check				(Form undated July 2	(900

## Document

# CONTRACTOR'S APPLICATION FOR PAYMENT

PAGE 1

OF 3

PAGES

Distribution to:

Owner

Architect

70: Newburgh Armory Unity Center 321 William Street Newburgh, NY 12550

> PROJECT: N201 NEWBURGH ARMORY **NEWBURGH ARMORY UNITY CENTER**

CONTRACTOR: Vardon, Inc. 650 N. Liberty Drive Tomkins Cove, NY 10986

> VIA ARCHITECT: CSARCH NEWBURGH, NY 12550 19 FRONT STREET

APPLICATION Date: CONTRACT DATE: APPLICATION NO: PROJECT NOS: PERIOD TO: 3/01/2012 3/23/2012 3/23/2012 Construction Mgr Contractor

CONTRACT FOR: MECHANICAL

# CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment as shown below, in connection with the contract Continuation Sheet, Document 703, is attached.

(Columns D + E on Document 703)	a. 5.00 % of Completed Work \$_	3. RETAINAGE:	Solumn G on Document 703)	I, TOTAL COMPLETED & STORED TO DATE \$	), CONTRACT SUM TO DATE (Line 1+ - 2)	2. Net Change by Change Orders \$	. ORIGINAL CONTRACT SUM \$_	
	355.00			15,760.00	128,950.00	0.00	128,950.00	

Total Retainage (Line 5a + 5b or (Column F on Document 703) % of Stored Material

TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)

14,972.00

0.00

788.00

433.00

Total In column I of Document 703)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)

9. BALANCE TO FINISH, INCLUDING RETAINAGE

113,978.00

14,972.00

8. CURRENT PAYMENT DUE

CHANGE ORDER SUMMARY (Line 3 less Line 6) Total approved this Month previous months by Owner Total changes approved in TOTALS ADDITIONS 0.00 0.00 0.00 DEDUCTIONS 0.00 0.00 0.00

> The Undersigned Contractor certifies that to the best of the Contractor's knowledge information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due

BY CONTRACTOR: Vardon, Inc. Date: 3/23/2012

State of: NY

County of: Rockland

me this Subscribed and sworn to before

day of March. 2012

Notary Public: 19th えるよ Long

My Commission expires:

6/30/2014

NOTARY PUBLIC. State of New York DIANE W BERISH

Commission Expires 6, Qualified in Orange Gounty No 018E48J2236

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED 972.00

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCH TECH Date: 3/21 12012

prejudice to any rights of the Owner or Contractor under this contract This Certificate is not negotiable. The MMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without

Forms & Software by PEM Software 1.800.803.1315

**NET CHANGES by Change Order** 

0.00

Document 703 Continuation Sheet
FROM: Vardon, Inc.
650 N. Liberty Drive
Tomkins Cove, NY 10986

PAGE 2 OF 3 PAGES
APPLICATION#: 1
APPLICATION DATE: 3/23/2012
PERIOD TO: 3/23/2012

CONTRACT DATE: 3/01/2012 ARCHITECTS PROJECT#:

## PROJECT: N201 NEWBURGH ARMORY

788.00	101,290.00	ಪ	15,760.00	8,660.00	7,100.00	0.00	117,050.00		
0.00	1,330.00	0	0.00	0.00	0.00	0.00	1,330.00	Condensate Lab	23
0.00	1,150.00	0	0.00	0.00	0.00	0.00	1,150.00	Condensate Mat	22
0.00	4,120.00	0	0.00	0.00	0.00	0.00	4,120.00	Gas Piping 3/4"thru 1 1/2" Lab	21
0	2,360.00	0	0.00	0.00	0.00	0.00	2,360.00	Equipment UH-2, EWH-1 Lab	20
0	550.00	0	0.00	0.00	0.00	0.00	550.00	Roof Penetrations Labor	19
0.00	0.00	0	0.00	0.00	0.00	0.00	0.00	PHASE	18
546.00	81,170.00	12	10,920.00	8,660.00	2,260.00	0.00	92,090.00	SUBTOTALS	
0	9,680.00	0	0.00	0.00	0.00	0.00	9,680.00	Roofing Barrel Roof	17
0	7,780.00	0	0.00	0.00	0.00	0.00	7,780.00	Sheet Metal UH-1 Flues	6
0.00	4,490.00	0	0.00	0.00	0.00	0.00	4,490.00	Condensate Labor	15
0	3,130.00	0	0.00	0.00	0.00	0.00	3,130.00	Condensate Material	14
113.00	20,340.00	10	2,260.00	0.00	2,260.00	0.00	22,600.00	Gas Piping Labor	13
433	0.00	100	8,660.00	8,660.00	0.00	0.00	8,660.00	Gas Piping Material	12
0	3,760.00	0	0.00	0.00	0.00	0.00	3,760.00	Equipment UH-1 Labor	=
0	31,840.00	0	0.00	0.00	0.00	0.00	31,840.00	Equipment UH's & EWH-1 Mat	6
0	150.00	0	0.00	0.00	0.00	0.00	150.00	Demolition	9
0.00	0.00	0	0.00	0.00	0.00	0.00	0.00	PHASE 1	00
242	10,610.00	31	4,840.00	0.00	4,840.00	0.00	15,450.00	SUBTOTALS	
0.00	4,000.00	0	0.00	0.00	0.00	0.00	4,000.00	Allowance EF's	7
0.00	1,930.00	0	0.00	0.00	0.00	0.00	1,930.00	Punchlist	6
0.00	1,300.00	0	0.00	0.00	0.00	0.00	1,300.00	Closeout, O&M's, Guarantee	Ç
0.00	1,300.00	0	0.00	0.00	0.00	0.00	1,300.00	Clean up	4
0.00	1,300.00	0	0.00	0.00	0.00	0.00	1,300.00	Meetings	ω
91.00	780.00	70	1,820.00	0.00	1,820.00	0.00	2,600.00	Submittals & Shop Drawings	2
151.00	0.00	100	3,020.00	0.00	3,020.00	0.00	3,020.00	Bond/Insurance	_
(IF VARIABLE RATE)		(6/0)	AND STORED TO DATE (D+E+F)	STORED (NOT IN D OR E)	THIS PERIOD	FROM PREVIOUS APPLICATION (D + E)	VALUE	DESCRIPTION OF WORK	Ö
RETAINAGE	BALANCE	2	TOTAL	MATERIALS	MPLETED	WORK COMPLETED			TEM
_	I		G	7	T.		C		3

CONTRACT DATE: 3/01/2012 ARCHITECTS PROJECT#: PAGE 3 OF 3 PAGES
APPLICATION#: 1
APPLICATION DATE: 3/23/2012
PERIOD TO: 3/23/2012

3/23/2012 3/23/2012

## Document 703 Continuation Sheet FROM: Vardon, Inc. 650 N. Liberty Drive Tomkins Cove, NY 10986 **PROJECT: N201 NEWBURGH ARMORY**

	25	NO.	>
	Sheet Metal, EF's GRD's Test & Balance SUBTOTALS	DESCRIPTION OF WORK	α
128,950.00	11,300.00 600.00 21,410.00	SCHEDULED VALUE	
0.00	0.00 0.00 0.00	WORK COMPLETED FROM PREVIOUS APPLICATION (D+E) THIS P	C
7,100.00	0.00 0.00	THIS PERIOD	п
8,660.00	0.00 0.00 0.00	PRESENTLY STORED (NOT IN D OR E)	•
15,760.00	0.00 0.00	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	
ಸೆ	000	(6/0)	
113,190.00	11,300.00 600.00 21,410.00	BALANCE TO FINISH (C - G)	
788.00	0.00 0.00	RETAINAGE (IF VARIABLE RATE)	_

## **Document 706A** Contractor's Affidavit of Release of Liens

-	(Name and Address) WBURGH ARMORY	Architect's Project N		OWNER ARCHITECT	
NEWBU	RGH ARMORY UNITY CENTER	Contract for:			CONTRACTOR
		MECHANICAL			SURETY
To Own	er: (Name and Address)				OTHER
Newburg 321 Willia	th Armory Unity Center am Street th, NY 12550	Contract Dated: 3/0	1/2012		
	ate of: New York inty of: Rockland				
material encumb manner	lersigned certifies that to the best of the he Release or Waivers of Lien attached and equipment, and all performers of rances or the right to assert liens or enout of the performance of the Contract eptions:	d hereto include Contr f Work, labor or servic cumbrances against a	actor, all Subcontra	ictors, all suppliers v have liens or	s of
Su	upporting Documents attached hereto:		Contractor: (Name	e and address)	
1.	Contractor's Release or Waiver of Lie conditional upon receipt of final payn		Vardon, Inc. 650 N. Liberty Driv Tomkins Cove, N		
2.	Separate Releases or Waivers of Lie Subcontractors and material and equ suppliers, to the extent required by the accompanied by a list thereof.	uipment	Ling (	Dan Jozep zed representative)	)
			Gerald D O	nofrio, Presi	dent
			and sworn to before	Beried	
		My Commis	NOTARY PUBL No 0	June 30, 20 M BERISH IC. State of Nev York 1864802236 In Orange County Expires	

## Orange County Business Accelerator Profit & Loss YTD Comparison

March 2012_____

	Mar 12	Jan - Mar 12	Budget 2012
Ordinary Income/Expense			
Income			
IDA Deposit	0.00	170,500.00	
Rent-Clients	8,621.60	32,017.05	93,000.00
Rent-HVEDC	3,330.13	12,828.23	40,000.00
Seminar/Sponsor	0.00	45.00	2,000.00
Utility Relmbursement	246.54	1,070.88	5,000.00
Total Income	12,198.27	216,461.16	140,000.00
Expense			
Admin. Assistant	3,653.85	9,500.01	38,000.00
Automobile Expense	700.00	2,203.08	10,000.00
Benefits	2,900.38	9,181.74	38,000.00
Building Insurance	0.00	0.00	5,000.00
Building Rent	14,240.62	42,671.86	172,000.00
Building Utilities	1,450,42	6,270.15	20,000.00
Common Area Maintenance	3,835,78	9,121.90	30,000.00
Contingency	0.00	0.00	5,000.00
Director Salary	10,791.83	24,945.67	92,000.00
Dues and Subscriptions	0.00	934.98	2,500.00
*** Enterprise Development Director	7.211.55	18,750.03	75,000.00
** IDA Admin Asst	•	*	
IDA Adillili Asst	3,605.80	9,375.08	37,500.00
Info Technology	1,280.49	5,713.75	15,000.00
Marketing/PR & Web	5,250.00	22,551.51	100,000.00
Office Cleaning	250.00	750.00	3,000.00
Office Supplies & Postage	823.02	2,490.91	9,000.00
Payroll Taxes	2,737.37	8,071.49	20,000.00
Professional Fees	470.00	470.00	
* Revenue Reimbursement to IDA	0.00	34,291.00	
Travel, Lodging, Meals	1,302.91	2,030.31	10,000.00
Total Expense	60,504,02	209,323,47	682,000.00
Net Ordinary Income	-48,305.75	7,137.69	
Other Income/Expense			
Other Income Interest Income	10.70	45.46	300.00
Total Other Income	10.70	45.46	300.00
Net Other Income	10.70	45.46	300.00
Income	-48,295.05	7,183.15	
* Off Budget			
** IDA Admin Assistant Salary	37,500.00		
Benefits, Payroll Taxes	9,500.00		
Total	47,000.00		
*** Business Dev. Director			
40% FTZ Internation			
	47 000 00		
IDA Assignment	47,000.00		
	93,000.00		

## Rendleman, Laurie

From: Philip Crotty [philip.crotty@yahoo.com]

Sent: Monday, March 26, 2012 8:28 AM

To: Rendleman, Laurie
Cc: philip crotty; Jim Petro

Subject: IDA- Grants Ulster County IDA (for packets)

Hudson Valley Film Commission awarded Ulster IDA grant

KINGSTON – The Hudson Valley Film Commission has received a \$40,000 grant from the Ulster County Industrial Development Agency. The commission markets the region for film productions and related business.

The film commission has provided a "real return on investment," said IDA Chairman David O'Halloran, who said the Ulster IDA was an original funding

Chairman David O'Halloran, who said the Ulster IDA was an original funding partner and has provided financial support each year. "We have good indications other counties also benefiting from the commission will step up and start contributing to HVFC as well," he said.

Three films were shot in the Hudson Valley last year and the commission's 2012 activities include promotion of the Hudson Valley during the Sundance Film Festival in Park City, Utah and the SXSW program in Austin, Texas. The commission will also be doing promotions at Tribeca and the Lost Angeles Film Festival in June.

Click here to report this email as spam.



Peter Hartmeyer of CymoGen DX from OCBA presenting in Vancouver, Canada