



Robert T. Armistead, Chairman • **Mary Ellen Rogulski**, Vice Chairman • **John Steinberg, Jr.**, Second Vice Chairman
Stephen Brescia, Secretary • **Henry VanLeeuwen**, Assistant Secretary • **Robert J. Schreibeis, Sr.** • **Edward A. Diana**
James R. Petro, Jr., Chief Executive Officer • **Laurie Villasuso**, Chief Operating Officer •
Kevin Dowd, Attorney • **Joel Kleiman**, Chief Financial Officer

Agenda

PLEASE TAKE NOTICE, The Orange County Funding Corporation will hold a regularly scheduled meeting on August 11, 2016 immediately following the Orange County Industrial Development Agency meeting at The 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 July 6, 2016 meeting**
- **Financial Reports and/or Requests for Payments**
- **New and Unfinished Business**
 - Cornell Cooperative Extension – Project Expenditure Request
- **Resolutions**
- **Such other and further business as may be presented**
- **Public Comments**
- **Adjournment**

Dated: August 4, 2016

Stephen Brescia, Secretary

By: Laurie Villasuso, Chief Operating Officer

ORANGE COUNTY FUNDING CORPORATION

MINUTES

July 06, 2016

A regular meeting of the Orange County Funding Corporation was convened in public session on July 6, 2016 at 4:50 P.M. at the Orange County Business Accelerator in New Windsor, New York.

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

PRESENT: Robert Armistead, Robert Schreibeis, Edward Diana, Mary Ellen Rogulski, Henry VanLeeuwen

ABSENT: John Steinberg, Steve Brescia

ALSO PRESENT: James Petro – Executive Director
Laurie Villasuso – Chief Operating Officer
Kevin Dowd – IDA Attorney
Russell Gaenzle – Bond Counsel
Joel Kleiman – Chief Financial Officer
Vincent Cozzolino – Galileo Technology Group
Melanie Schouten – Galileo Technology Group
Ryan Mayo – Take Flight Aviation

Chairman Armistead calls to order the regular meeting of the Orange County Funding Corporation, July 6, 2016 Board consists of five members. There is a quorum.

Roll Call is taken.

Review of the June 9, 2016 meeting minutes. Motion made by Mr. VanLeeuwen, seconded by Mrs. Rogulski, to approve the minutes. Motion carries with all in favor.

Financial Reports and/or Requests for Payment

Mr. Kleiman reviews the income and expense summary, noting that the income YTD balance is \$358,455 and YTD expenses are \$53,577, with revenues exceeding expenses by \$304,878.

The balance in the bank and money market account is \$1,080,796.

Mr. Kleiman asks to obtain a motion to approve the vouchers and payments in the amount of \$8,117.67. Motion made by Mr. VanLeeuwen, seconded by Mrs. Rogulski, that the Board accept the financial reports, authorize OCFC payments and vouchers. Open for discussion. Affirmative votes of all members present resulted in motion carried.

New and Unfinished Business

No new and unfinished business is presented.

Resolutions

Take Flight Aviation Presentation Application Presentation and Review.

Ryan Mayo speaks on behalf of Take Flight Aviation. Take Flight Aviation currently operates its business out of Orange County Airport. They perform flight training and sell aircrafts, along with a number of other operations. They have been considering building a larger facility on the airport property, as they have run out of room. They work with clients all over the tri-state area. They have done a good deal of research and it seems that building at Orange County Airport is the best venue. Take Flight Aviation is looking for assistance as they don't own the property, and banks are hesitant to loan money. This facility will primarily bring businesses within the state to Orange County. It will be a hanger with office and storage space. The hanger will be able to store an estimated 4 jets and possibly 6-8 mid-size planes.

Mr. Armistead asks Mr. Gaenzle how this applicant applies to the Orange County Funding Corporation.

Mr. Gaenzle states that the OCFC will act as the conduit issuer of the bonds.

Mr. Dowd reads aloud the Take Flight Aviation Initial Resolution. Motion is made by Mrs. Rogulski, seconded by Mr. VanLeeuwen, accepting resolution to take action on certain matters pertaining to a proposed project for the benefit of Take Flight Aviation. Affirmative votes of all members present resulted in motion carried.

Such other and further business as may be presented

With no further business, meeting called for adjournment by Chairman Armistead, motion made by Mr. VanLeeuwen, seconded by Mrs. Rogulski, the time being 5:00p.m.

DRAFT

Orange County Funding Corporation

August 2016

Funds Received

Total	0.00

Vouchers & Payments

Rosemarie Rogowski (Basic Accounting Services - Jan/Feb 2016)	125.00
Rosemarie Rogowski (Full Accounting Services - March-June 2016)	400.00
CDR Electronics (NAUC)	264.20
CDR Electronics (NAUC)	8,855.04
Spagnoli (NAUC)	1,050.00
Winsupply of Newburgh (NAUC)	2,657.47
Kevin T. Dowd (Legal - 6-28-16 - 7-31-16)	823.25

Total **14,174.96**



Cornell University
Cooperative Extension
Orange County

Community Campus
18 Seward Avenue, Suite 300
Middletown, NY 10940-1919
Tel: 845 344-1234
Fax: 845 343-7471
Email: orange@cornell.edu
ccc@orangecounty.org

July 29, 2016

Mr. Robert Armistead, Chairman
Orange County Funding Corporation
4 Crotty Lane, Suite 100
New Windsor, N.Y. 12553

Dear Mr. Armistead:

On behalf of the Cornell Cooperative Extension Association Orange County (CCEOC) Board of Directors, I am pleased to submit this application to the Orange County Funding Corporation. Approval of this application will facilitate CCEOC's purchase of our Education Center and 4-H Park property from the Town of Mount Hope.

As you will note in the application and supporting documents, the Education Center and 4-H Park (Park) embraces the goals of the OCFC. This project will provide long term, county-wide economic development benefits including training youth in Science, Technology, Engineering and Math (STEM) to help them be more career and job ready, providing new and experienced farmers with production and marketing assistance, and guiding food processors through product development for emerging markets and food safety procedures. Much of the work conducted will respond to the needs of the business community. Many events will bring visitors to the site and thus increase tourism in western Orange County.

Community support continues and the latest development is our collaboration with Otisville Correctional Facility and BOCES. The lumber removed from the site is transported to the correctional facility and sawn into rough cut lumber as part of their inmate training program. The lumber will then be transported to BOCES where students in the C-Tech carpentry program will build cabins in modular units to be installed in the camping area.

OCFC funding will accelerate Park development and the monies will be used to purchase the property from the Town of Mount Hope. Such a purchase will allow CCEOC the ability to obtain construction loans as needed, rent the facility for lucrative events, and stimulate the capital campaign. We look forward to OCFC's support of this vision. Thank you for the opportunity to present this Education Center and 4-H Park application to your board.

Sincerely yours,

A handwritten signature in blue ink, appearing to read "Lucy T. Joyce".

Lucy T. Joyce
Executive Director

GUIDELINES FOR PROJECT EXPENDITURE APPLICANTS

These guidelines are provided to help your organization prepare a complete Project Expenditure application.

Funding Considerations:

To be considered for funding, an organization must be designated as not-for-profit and/or tax exempt, or other at the discretion of the Orange County Funding Corporation Board.

Orange County Funding Corporation resources may support projects in the areas of:

- workforce development and/or training
- community development and/or recreation
- direct assistance to businesses and other organizations/Community revitalization
- energy
- environmental improvements
- low-cost financing.

Orange County Funding Corporation is most interested in organizations that have a program which:

- Directly benefits Orange County Job Development
- Is beneficial to Orange County on a county wide basis
- Has clear goals and objectives for Economic Development
- Promotion of tourism can be considered, provided it also creates jobs

Orange County Funding Corporation DOES NOT FUND:

- Advertising or fund raising drives
- Partisan, political, or denominational programs
- Salaries, travel expenses or general and administrative costs
- Requests that do not include a detailed description of the project in writing and are not accompanied with a Project Expenditure application

Board of Directors	
Robert T. Armistead	Chairman
James Allen Rogulski	Vice Chairman
Timothy D. Vernon	Vice Chairman
Stephen Brescia	Secretary
Michael Steinberg, Jr.	Assistant Secretary
George VanLeeuwen	
Robert Schrieber	
Staff	
Thomas E. Petro, Jr.	Executive Director
Scottie Villarosa	Executive Director
Paul Kleiman	Chief Financial Officer
Kevin T. Dowd	Attorney



PROJECT EXPENDITURE APPLICATION FORM

ORGANIZATION

Name of Organization: Cornell Cooperative Extension Orange County DATE: July 29, 2016

Project Title: Education Center and 4-H Park

Address: 18 Seward Ave. Suite 300

City/Zip Code: Middletown, NY 10940

Telephone: (845) 344-1234 E-mail Address: ltj1@cornell.edu

Name of Contact: Lucy T. Joyce

Title: Executive Director

Specific amount requested from OCFC: \$ 350,000.

Have you received any grants or other forms of assistance from the Orange County Funding Corporation in the past? Yes No Dates and amounts July 9, 2015 for \$50,000. For construction design for the Education and Job Training Center

Have you received any other assistance from other agencies or organizations? Yes No

If yes, please indicate from whom and the type or amount:

Multiple governments (county appropriation, state and federal grants) other agencies and organizations/foundations for on-going educational programs.

See 2015 financial statement/notes to the Financial Statement.

Specific to the Park project, we have begun a major capital campaign which involves individuals, businesses, foundations, and grants. Recognizing CCEOC's inexperience with a capital campaign, a professional capital campaign coordinator was hired in December of last year to move our fundraising to higher level. As of June 30th we have raised \$1.2 Million through gifts and pledges and over \$1.5 million in in-kind goods and services.

See Park Analysis.

Additionally, last week we were notified that two year-round buildings, Education and Job Training Center, AKA Big Red Barn, and Education Center have been accepted in the CFA program through NYSERDA's New Construction Zero Net Energy program. NYSERDA will pay up to 80% of building design costs for these two buildings.

(Please remember that your request will receive the same consideration whether or not you have had previous requests in the past with the Orange County Funding Corporation.)

ORGANIZATION BACKGROUND

(Include a brief history of your organization.)

Now in our 101st year, the Cornell Cooperative Extension Association of Orange County was formed in 1915 to extend the latest research-based agricultural protocols from Cornell University to the farmers of Orange County, and to provide faculty with feedback from the farmers. While the audiences and educational programs have greatly expanded, this unprecedented partnership proved to be an effective way to put research-based knowledge to work resolving problems, and enhancing people's lives, businesses and communities. Currently, our educational programs focus on the major initiatives of: Agricultural Sustainability – improve production of business management practices to increase profitability; Enhancing the Environment – promote environmental stewardship and sound decision making; Strengthening Youth and Families – empower youth and families to reach their fullest potential through experiential learning opportunities; Economic Development – utilize research-based resources and local partnerships to impact OC economic activity.

Please see the 2015 Annual Report:

https://s3.amazonaws.com/assets.cce.cornell.edu/attachments/17372/CCFOC_annual_report_2015.pdf?1450463797

DESCRIPTION OF PROJECT

(Please indicate the amount of the project, capital investment, job creation and economic benefit to Orange County and its residents. Please provide a concise description of the need or problem to be addressed. Include the overall goals and purposes of your organization or specific department concerned, the specific purpose of the funds, and how the objective will be accomplished. Moreover, what is unique about your program? Include photos, drafts, charts, drawings, supporting documentation and any phasing, if more than one. Indicate what years funding represents and a breakdown. Please attach additional pages if more space is needed.)

Education Center and 4-H Park

A community economic development project

The Education Center and 4-H Park will be a regional facility for Orange County agriculture, youth, and families. This multipurpose facility will host a wide range of educational activities, expositions, and community events. Much of the work conducted will respond to the needs of the business community.

This project will provide long term, county-wide economic development benefits including:

- Training for youth in Science, Technology, Engineering and Math (STEM) to help them be more career and job ready
- Providing new and experienced farmers with production and marketing assistance and separate location for field trials and research
- Guidance for food processors through product development for emerging markets and food safety procedures through use of the state of the art commercial kitchen.
- Increased economic activity/tourism in western OC by meeting the needs of event attendees. Additionally, facilities at the Park will be suitable for weddings, business retreats and community events.

Using projects to develop skills, the main focus of 4-H is on developing citizenship, community service, and public speaking. Projects include all animal science, technology, mechanical arts, cooking, sewing, horticulture, tractor safety, and nutrition...especially dealing with life skills. In the last two years, all 4-H'ers who aged out (are too old to be members) of the 4-H dairy science program have gone into agriculture for work or college. This is important because, according to the USDA, our nation has 30,000 unfilled professional jobs in agriculture! 4-H provides opportunities to attract youth to agricultural and food related industries.

4-H'ers excel in school, science and contribute more to their community compared to members of other youth programs

Tufts University study <http://ase.tufts.edu/ia/d/documents/4HPLYDStudyWave7.pdf>

The new Education Center will include a large meeting space with a teaching and commercial kitchen. One of the four teaching units will be accessible for participants using a wheelchair.

The green design will move Orange County to the fore front of sustainable development, increasing job opportunities for local professionals and contractors. The Park will increase visitors to Orange County. Not only will the Park be available for county groups and residents to use, but will also host many outside groups for various education programming. Horse show and livestock breeders associations will be invited and recruited to hold their events at this facility from April through November drawing large numbers of people from outside

Orange County. Horse and livestock shows typically bring crowds who patronize eateries, drycleaners, hardware stores, tack shops, feed and livestock supply stores and other local businesses. When not in use as livestock stalls, the multipurpose pole barns will serve in functions as diverse as picnic pavilions, training centers, and festivals.

In 2013, CCEOC secured a 49 year lease with two 25 year options on 54 acres with the Town of Mount Hope. As part of the lease agreement, the project is planned in three construction phases with the first phase involving major infrastructure needs and pole barn construction. The town Highway Department has been instrumental in developing the access roads and assisting with some drainage work. The CCEOC Board of Directors estimates the real costs of execution of this three phased vision to cost upwards of \$7.5 million. Our engineer has estimated the infrastructure expenses to be \$565,000.00 based on unit pricing. However, much of the materials and labor throughout construction will be donated as appropriate.

Why purchase the property when it is secured through a long term lease?

This past year, construction slowed due to cash flow concerns. Attempting to act proactively, the board of directors looked into securing a construction loan. We met with 4 lending institutions only to learn that we did not qualify due to the limitations of our lease – we had no collateral. Additionally, a major component of the business plan is the rental fees collected by organizations using the property. The lease allows for CCE related activities, and while livestock and horse shows, business retreats and worksite wellness trainings will be held at the Park, the opportunity to rent the facilities for more lucrative weddings and other non-educational purposes is not allowed. Town regulations also restrict the serving of alcohol on town property which further limits rental and fundraising options. We have been told by several supporters that owning the property will accelerate the capital campaign. OCFC monies would go directly towards the purchase of the property.

See Education Center & 4-H Park brochure.

BUDGET

Specific amount requested from the Orange County Funding Corporation: \$ 350,000

(Please include an itemized budget for this project and total program, your current sources of income and expenses, a balance sheet for the past year and contributions from other institutions or organizations, if any.)

See Project Cost Phase 1-2; purchase offer; and contract to be presented at the August 1, 2016 Mount Hope Town Board Meeting.

TARGET POPULATIONS AND PERFORMANCE SITE(S)

(This project must show its benefits to all of Orange County and the residents or describe the unique benefit to a specific segment of Orange County that may not happen if the OCFC were to reject this Project Expenditure.)

Building on the strengths of Cornell Cooperative Extension Orange County, the development of an Education Center and 4-H Park will reach tens of thousands of additional youth and families each year on a year-round basis. The events held at the Park will feature positive youth development skills, family orientated experiences and agriculturally focused opportunities. The Education Center and 4-H Park is in the Town of Mount Hope, adjacent to town athletic fields. Activity at the Park will provide a huge economic boost to all of western Orange County, and specifically to the town and Village of Otisville. Increased traffic to this area will bring increased sales to local eating establishments and gas stations as well as other small businesses in the area. Overnight accommodations will be needed by out of town visitors. Other economic and public value benefits will be enjoyed by all Orange County residents. Many of the educational programs taking place at this site will focus on the needs of the business community. From training youth in Science, Technology, Engineering and Math (STEM) to helping them be more career and job ready, from providing new and experienced farmers with production and marketing assistance to guiding food processors through emerging market product development and food safety procedures, programs will increase employee and entrepreneurial skills.

Most of the participants will drive to the park, however transportation will be provided for specific events and trainings, such as youth and afterschool or summer programs and/or those in urban areas and without means. Additionally, with the location of the MTA Otisville train station less than 2 miles from the Park, great opportunities exist for visitors from metro NY and all others on the NJ Transit line.

EVALUATION

(How will you determine the impact of this project if funded? [For example, a survey, appraisal of physical improvements or attendance figures. Please be specific.]

Short Term:

- OCFC will provide the means necessary to purchase the property from the Town of Mount Hope. Property ownership will stimulate confidence in this initiative and result in doubling the number of major donors to the campaign. The numbers of donors and the donations/pledges will be recorded.
- The development of the Park will foster community mobilization of the agricultural, business, educational and environmental sectors and anyone interested in constructive uses of land. A listing of all collaborators will be maintained
- Temporary employment during the construction phases with corresponding spike in local economy as documented by number of employees working at the site and interviews with local businesses.

Long Term:

- The Park will increase tourism in Western Orange County as determined through participant/spectator kiosk surveys.
- Annually, CCEOC will track the physical use of the park by visitors and their demographics.
- Youth and adult livestock programming will expand as the number of participants in events increases. Review the numbers of youth studying or working in STEM fields.
- Long-term collaboration between agencies with interest in economic development and social capital increase as the youth develop more skills in STEM. More youth will embrace STEM academically and develop job readiness skills. Evaluation will consist of participation numbers, enrollment numbers and personal interviews.
- An annual giving campaign will be developed with the financial budgetary needs of the Park. Monthly reports of donations will be reviewed and monitored by the CCEOC Board of Directors

PLEASE RETURN THIS APPLICATION TO:

Orange County Funding Corporation
Orange County Business Accelerator
4 Crotty Lane, Suite 100
New Windsor, NY 12553