

# City of Newburgh Industrial Development Agency

## 2014 Performance Accomplishments, Measurements, and Operations

### Mission Statement

The mission of the City of Newburgh Industrial Development Agency is to advance the job opportunities, health, general prosperity and economic welfare of the people of the City of Newburgh and to improve its recreation opportunities, prosperity, and standard of living, through the promotion, development, encouragement and assistance of industrial, manufacturing, warehousing, commercial, research and recreation facilities, educational or cultural facilities, health care facilities, and continuing-care retirement communities, in the City of Newburgh. – Adopted January 26, 2015

*Goal #1: Promote private investment for development, job creation, and retention.*

### Measures

Facilitate development of IDA industrial property. **In 2013 the Agency approved the sale of its 15+ acres of industrial site at 5 Scobie Drive to Hudson Valley Lighting (HVL), a manufacturer currently doing business in the City. HVL formed 5 Scobie Partners LLC (LLC) to undertake the project. The site is a brownfield as was formerly owned by the City of Newburgh and adjacent to a City Landfill. To offset the cost of remediation:**

- **The Agency and the LLC applied and were approved for participation in the NYS Dept. of Environmental Conservation's Brownfield Cleanup Program, thereby offsetting the remediation cost with tax credits to the LLC. The remediation and development a 150,000 square foot facility was estimated at \$20 million.**
- **The Agency and the City of Newburgh made a joint application to U.S. Economic Development Administration (EDA) for \$4,174,848 (matching share of \$ 1,232,455) millions for installation of public infrastructure on the IDA-owned property and off-site sewer improvements. The grant would be administered by the City of Newburgh. The local match would be provided jointly by the City and LLC. It was approved.**

**The Agency and the LLC submitted a site plan application to the City of Newburgh Planning Board; it was approved in late 2014.**

**A Draft BCP Remediation Plan was submitted and accepted by the NYS Dept. of Environmental Conservation in December of 2014.**

**The Agency was invited to apply for a \$53,000 shovel- ready grant by the Orange County Industrial Development Agency to clear the site of trees.**

**The Agency contracted with a consultant to undertake a pro-forma to establish the parameter of a PILOT for the project.**

**NOTE:** *In February, 2015, the Hudson Valley Lighting reviewed costs, construction schedule and risks and decided to abandon the project. The Agency and City will request from grantors an extension to enable the opportunity to assess the project and identify another developer.*

- Support attraction of business, business retention, and job generation through coordination with the City of Newburgh and economic development organizations -- respond to leads and existing business to determine eligibility for IDA financing and other business assistance, make referrals, and support/ facilitate local and regional economic development initiatives. **The Agency provided input and support for two applications requesting funding assistance for the Hudson Valley Lighting development project under Empire State Development's Consolidated Funding process. The City was awarded \$300,000, and the developer received Excelsior Program approval.**

- Marketing and Outreach: Support marketing of development sites and buildings, including participation in "River of Opportunities" marketing program. **The River of Opportunity marketing program was launched at Press Conference in July 2014 to highlight available industrial space in the City and to inform brokers and business of available City and IDA benefits for job creations. A luncheon meeting for brokers, commercial and industrial property owners and other development professionals was held in September of 2014. The event provided attendees with a brochures and benefit information sheets.**

**NOTE:** The River of Opportunities is funded under a U.S. Economic Development Grant to The Solar Energy Consortium. Its primary focus is to spur manufacturing in the City of Newburgh by sponsorship of workforce training programs and marketing to attract small manufacturers to vacant industrial space in the City. In late 2014 the program was refunded by the federal agency. The Agency participates in the planning of the new program.

- Review disposition of IDA-owned residential property. **Approved the transfer of a residential parcel to Habitat for Humanity of Greater Newburgh to enable aggregation of a site for new housing.**

- Induce and execute eligible projects that generate private investment and create or retain jobs. **The Agency approved one straight lease project under its Small Business Program representing private investment of \$1.1 Million for rehabilitation and leasing of a service/retail center in an eligible census tract.**

*Goal #2: Undertake compliance requirements.*

- Hold at least two Governance and Audit/Finance Committee Meetings a year.

**The Audit/Finance Committee met to review the 2013 audit and the Five-Year Financial Plan and Budget and recommended their adoption by the Board. The Committee met to review and revise the Investment Policy and appoint a new banking institution. The Investment Policy was amended at the request of a depository prior to authorizing a new depository.**

**The Governance Committee met to review and re-adopt Agency Policies, Mission Statement, and to interview candidates for two vacancies on the Board of Directors.**

- Review policies and operations. **Completed. Editorial changes to the bylaws were completed.**
- Monitor economic data. **Reviewed En-Zone Census Tract data, County NAICS Data, and Unemployment Data.**
- Conduct open monthly meetings. **Complied with Open Meetings law and postings on website.**
- Complete an annual Audit. **Completed 2013 Audit.**
- Monitor projects. **Commenced and completed legal action to enforce PILOT terms between the Agency and Corwin Management resulting in settlement of PILOT payments to City of Newburgh.**
- Complete PARIS reporting. **Completed**
- Maintain and update web site. **Website is monitored and updated continually.**

## **Operations**

**The City of Newburgh Industrial Development Agency (NIDA) is a public authority of the State of New York organized under Article 18-A of the New York State General Municipal Law to serve the City of Newburgh.**

**The mission of the Agency is to encourage economic development throughout the city, to assist in the retention of existing jobs, and the creation and attraction of new jobs. The NIDA programs are discretionary and provide companies with access to tax-exempt bond financing and/or tax benefits to acquire or create capital assets, such as purchasing real estate, constructing or renovating facilities, and acquiring new equipment. All applicants must satisfy eligibility requirements and demonstrate a need for assistance. NIDA administers its programs within the requirements of regulations enacted by New York State.**

**The Agency functions as a part-time office. Its members are independent. Staffing services are provided under contracted services.**

**The Board makes policy, establishes best practices, and directs the management of the Agency.**

**The Board establishes Agency goals, and monitors achievements/completion of tasks through email discussion and review of activities at monthly meetings.**

**Although the Agency functions on a part-time basis, the executive director is responsible for the day-to-day operations of the Agency and for compliance with state laws, regulations and best practices.**

**As needed, the Board will hold work sessions to permit active participation of its members in management of the Agency.**

## Questions

**1. Have the board members acknowledged that they have read and understood the mission of the public authority?** YES

**2. Who has the power to appoint the management of the public authority?**

The Members of the Agency approve appointment of management following full board interview and review of the applicant's experience by the Governance Committee.

**3. If the Board appoints management, do you have a policy you follow when appointing the management of the public authority?**

Yes, the Agency's by-laws establish responsibilities and experience required for its management positions.

**4. Briefly describe the role of the Board and the role of management in the implementation of the mission.**

The Board makes policy, establishes best practices, and directs the management of the Agency.

The Board establishes Agency goals, and monitors achievements/completion of tasks through email discussion and review of activities at monthly meetings.

Although the Agency functions on a part-time basis, the executive director is responsible for the day-to-day operations of the Agency and for compliance with state laws, regulations and best practices.

As needed, the Board will hold work sessions to permit active participation of its members in management of the Agency.

**5. Has the Board acknowledged that they have read and understand the responses of each of these questions?**

YES.