

2012 Performance Measurement.

City of Newburgh Industrial Development Agency January 1 to December 31, 2012

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.

Performance Goals:

1. Recertify Agency: **In Spring of 2012 the Agency completed past due audits and posting annual PARIS reports from 2007 to 2011. The Agency was recertified.**

2. Retention, Expansion and Business Attraction.

- Facilitate economic development in conjunction with the City of Newburgh, Orange County Partnership, local economic development initiatives, workforce development and Empire State Development: **In 2012 the Agency, and the aforementioned organization cooperating in undertaking a One-Stop Shop team to respond and encourage potential expansions or attractions. The organizations work cooperatively in meeting with prospects. An in-take form was created to gather project data; prospects receive information on available assistance from the IDA and the City of Newburgh. Referrals for NYSERDA and SBA 504 loans are provided. Progress is monitored.**
- Establish a central office/website dedicated to provide information on available business, workforce, energy conservation and related economic development assistance programs. **Working cooperative with the City's development arm, the information has been collected. Website design is underway for an economic development website. It is slated for completion in 2013 and will include listing of available real estate for sale or lease in the City. The Small Business Resource Directory cataloguing IDA, City, County, State, and regional assistance programs will be included as well as information on the development approval process.**
- Communicate the practices and policies of the Agency to eligible businesses to promote retention and expansion of jobs. **The Agency contacted more than 20 waterfront property owners and businesses impacted by Hurricane Sandy to offer assistance. Several are reviewing their options pending insurance settlements and financing. The Agency/Team meet/discussed benefits and**

assistance with 6 potential applicants. Two firms decided against relocation to the city, one project is in hiatus, several are in the initial feasibility stage.

- Provide information on issuance of industrial revenue bonds to eligible businesses in the City. **No firms requested information.**
- Provide incentives to stimulate private investment in underutilized buildings and create and/or retain jobs. **No applications were generated.**
- Participate in the City's CDBG Phase I study on Assessment of Workforce Development for hard core unemployed and other initiatives dedicated to the economic goals of the Agency. **The Agency attended a number of workshops on workforce training. Local needs were discussed; Orange County Workforce and Community College will collaborate on programming for job readiness based on input from employees. A review of census and NYS Department of Labor workforce participation further enforces the need for pre-employment readiness and semi-skilled training programs.**
- Maintain an inventory of available commercial and industrial properties for sale or lease; outreach to brokers. **Underway. The Agency in concert with the City and the Orange County Partnership are cataloging available real estate in the city. An outreach to identify status of vacant or partially vacant buildings and land will be undertaken in 2013**
- **Compilation of business data. A consortium, including the Agency, purchased a detailed data base of businesses in the city. It will be utilized for educating business on available business assistance programs. The data base will also facilitate marketing of city real estate to small manufacturers in New Jersey.**
- Inventory Agency owned property and determine redevelopment potential. **The Agency is investigating the disposition of several residential properties that it received from the City a number of years ago.**
- Promote business relocation and jobs to available properties in conjunction with marketing efforts of economic development entities involved in marketing sites in Newburgh. **The Orange County Partnership website added a number of Newburgh properties. The Agency and City cooperate in answering leads from the Orange County Partnership, Hudson Valley Economic Development Corp. and Empire State Development.**
- Further the clean-up of Agency-owned property that may contain hazardous materials from an adjacent superfund site (US EPA); conduct an assessment of the property via a Brownfield Opportunity Area initiative and assistance from NYS Dept. of Environmental Conservation. **In 2012 the Agency submitted a Brownfield Opportunity Area application for the cleanup of an Agency-owned industrial parcel consisting of 15+ acre of industrial land. It was found eligible. The site is adjacent to a closed City Landfill and US Environmental Protection Agency Superfund Site.**

In early 2012 the NIDA entered into an Access Agreement to permit superfund clean-up activities to be carried out on the NIDA parcel. As owner of the area of encroachment, the NIDA is potentially responsible under federal law for payment of a portion of the clean-up costs. The EPA clean-up work was carried out; no hazardous wastes were identified on the IDA property.

During this period, Hudson Valley Lighting, a manufacturing firm located in leased space near the IDA owned property voiced an interest to pursue

acquisition of the property if it could be accepted into the NYS Dept. of Environmental Conservation Brownfield Cleanup Program. The firm also requested that the City annex roughly 2-3 acres of its landfill site to the IDA to facilitate a site suitable for the construction of a 300,000 sq. ft. manufacturing facility. The transfer of land by City was approved in 2012. In December of 2012, the NYS DEC invited the Agency and the manufacturer to submit an application into the Brownfield Cleanup Program.

3. Website Maintenance consistent with ABO requirements – Post meeting notices, minutes, audits, ABO reports, policies, by laws and mission – on going

Postings are entered before and after meetings and as needed.

The Agency’s website is under redesign and will require reviewing until the process is completed.

4. Governance Committee, with assistance from Counsel, will review bylaws and policies and update as required.

Minor edits were made. The Agency adopted a Use of Discretionary Funds policy.

5. Support Small business assistance in concert with local economic development entities through public information campaign.

The Agency served as a resource to the City in the compilation of Resource Directory for Small Business detailing local, state and federal programs available to small businesses.

It will be linked to the IDA website and is available in print.

The Agency participated in a meeting of downtown retailers to discuss needs and the potential for IDA assistance.

The Agency and its attorney designed a streamlined Small Business Straight Lease program (application, inducement resolutions, SEQRA compliance, and Project Agreement to assist small business projects having less than \$100,000 in sales tax abatement.

6. Transparency and Compliance:

The 2011 PARIS Report was completed and certified.

The Agency undertook a public process to identify candidates for an Agency opening.

The City Council filled a vacancy on the Board

7. Audit Committee review of Internal Controls: Review, Revise and adopt best practices and audit recommendations. **The Internal Controls Policy was revised forwarded to the full Board for Adoption. The Audit committee manages the audit process.**