

**City of Newburgh Industrial Development Agency**  
**Mission Statement and Performance Measurements**  
**January 1 to December 31, 2017**

**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.

**Enabling Legislation:**

The City of Newburgh Industrial Development Agency was formed under Article 18 A of the NYS General Municipal Law as a public benefit corporation. It can provide financial assistance consistent with the aforementioned law. It is subject to compliance with the Public Authorities Accountability Act of 2005 and Public Authorities Reform Act of 2009 and all subsequent and applicable regulations and laws of the State of New York.

Stakeholders: City of Newburgh government and school district  
City of Newburgh residents and businesses

**Performance Goals and Measures:**

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

Measures.

- Facilitate disposition and development of vacant IDA industrial/commercial properties.
- Support new business, business retention, and job generation through coordination with the City of Newburgh and involved economic development organizations -- respond to leads, determine eligibility for IDA financing and other business assistance, make referrals, and support/facilitate regional economic development initiatives beneficial to the City.
- Marketing and Outreach: Sponsor a workshop for economic facilitators to learn about IDA and other benefits available for re- development of existing facilities, expansion of existing businesses, and development of vacant sites in the City of Newburgh.
- Induce and execute eligible projects that generate private investment and create or retain jobs.

**Goal # 2: Maintain the Agency in Compliance with all applicate New York State requirements**

- Hold at least two Governance and Audit Committee Meetings a year.
- Annually review and adopt/re-adopt policies and operations.
- Monitor economic data.
- Conduct open monthly meetings.

- Complete an annual audit.
- Monitor projects.
- Complete PARIS reporting.
- Maintain and update web page.
- Manage the Agency in conformance with all applicable state laws and regulations.

## **Additional 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 the appointment of its chief executive and chief financial officers consistent with the qualifications stated in the Agency's By-Laws. The Governance Committee screens applicants' qualifications and experience; suitable candidates are interviewed; the Finalist is voted on by the Board.

**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. They communicate by phone, meetings, and e-mail discussion. Decisions are voted on 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, and maintaining ongoing communication with the Board and Counsel via e-mail.

The Board approves all expenditures.

The Agency's Committees undertake their duties consistent with adopted Charters recommended by the Authorities Budget Office.

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

Yes, by annual adoption of the Mission Statement.