

## **Essex County Industrial Development Agency Mission Statement and Measurement Report for 2011**

Name of Public Authority: Essex County Industrial Development Agency

For the benefit of the county of Essex and the inhabitants thereof, an industrial development agency, to be known as the ESSEX COUNTY INDUSTRIAL DEVELOPMENT AGENCY is hereby established for the accomplishment of any or all of the purposes specified in title one of article eighteen-A of this chapter. It shall constitute a body corporate and politic and be perpetual in duration. It shall have the powers and duties now or hereafter conferred by title one of the article eighteen-A of this chapter upon industrial development agencies and provided that the exercise of the powers by such agency with respect to the acquisition of real property whether by purchase, condemnation or otherwise, shall be limited to the corporate limits of the county of Essex, and such agency shall take into consideration the local zoning and planning regulations as well as the regional and local comprehensive land use plans. It shall be organized in a manner prescribed by and be subject to the provisions of title one of article eighteen-A of this chapter. Its members shall be appointed by the governing body of the county of Essex. The agency, its members, officers and employees and its operations and activities shall in all respects be governed by the provisions of title one of article eighteen-A (June 11, 1973).

Public Authority's Mission Statement: Our mission is to create a viable business atmosphere that will attract compatible and diverse sustainable economic development opportunities while focusing on major assets, retention / expansion projects, quality of life and job creation.

Date Adopted: March 28, 2012

List of Performance Goals:

- A. Educate local business owners, elected officials and other community representatives regarding the resources the Essex County IDA has available to new and existing businesses in Essex County. This includes informational meetings in communities, press releases, marketing of the Essex County IDA website, etc.
- B. Continue to market and administer revolving loan program on behalf of Essex County including completion of required reporting, loan administration, assist businesses interested in securing financing, post loan closing reporting (job, financial and investment reporting).
- C. Continue to work with all 18 towns in Essex County to assist with municipal infrastructure projects which will have an economic impact on local businesses including researching grant funding available, income surveys (when applicable), applications for grant funding and administration of grants secured.
- D. Continue to work with all Essex County organizations and departments to ensure all business issues are addressed (workforce training, business development, etc.). This task also includes participation on local community boards.
- E. Continue to work with the marketing department for Essex County (ROOST) to coordinate marketing efforts toward entrepreneurs and businesses looking to start, expand and/or relocate to Essex County.

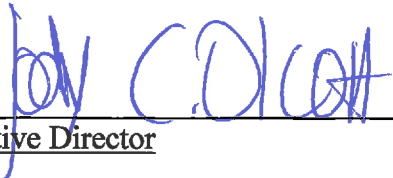
- F. Continue to improve IDA office efficiency including reducing overhead expenses, improving monthly and annual reporting.
- G. Continue to work with State and Federal elected officials to develop business incentive programs designed for small businesses such as that in the Adirondack Park.

Additional Questions:

1. Have the board members acknowledged that they have read and understood the mission of the public authority?  
ANSWER:     YES             NO
2. Who has the power to appoint the management of the public authority?  
ANSWER:    The Essex County IDA Board of Directors
3. If the Board appoints management, do you have a policy you follow when appointing the management of the public authority?  
ANSWER:     YES             NO  
Employment at the Essex County IDA is determined by mutual consent. Both employee and employer have the right to terminate employment at any given time. Employment is at will.
4. Briefly describe the role of the Board and the role of management in the implementation of the mission.  
ANSWER: The Board (with participation from management) will develop the mission and continually evaluate and assess the goals and measurables to ensure the authority is meeting its mission. The management will work to implement the authority's mission and continually monitor the goals and objectives with measurables to define performance results to achieve the intended public purpose.
5. Has the Board acknowledged that they have read and understood the responses to each of these questions?  
ANSWER:     YES             NO

Signature:   
Title: Chairman

Date: 3/28/12

Signature:   
Title: Co-Executive Director

Date: 3/28/2012