



**COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY**

**Mission Statement & Measurement Report  
2013**

**COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY**  
**Mission Statement and Performance Measurements**

**Name of Public Authority:**

County of Monroe Industrial Development Agency

**Public Authority's Mission Statement:**

Pursuant to the Authority granted by the State of New York, it is the mission of the County of Monroe Industrial Development Agency to advance the job opportunities, health, general prosperity and economic welfare of the people of Monroe County, by actively working to promote, attract, encourage and develop recreation, economically sound commerce and industry, for the purpose of preventing unemployment and economic deterioration.

The County of Monroe Industrial Development Agency will achieve this mission, by utilizing the powers granted to it by New York State, by providing financial assistance to qualified projects. This assistance shall include conduit bond financing, lease/leasebacks, or exemptions from taxation, or support/grants to community organizations with similar missions.

The board of the County of Monroe Industrial Development Agency will carry out this mission guided by the tenets of Transparency, Integrity and Accountability.

Date Adopted	March 15, 2011
Reviewed & Adopted	March 20, 2012
Reviewed & Adopted	March 19, 2013
Reviewed & Adopted	March 18, 2014

**COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY**  
**Performance Measurements**

**List of Performance Goals:**

In order to assess the County of Monroe Industrial Development Agency performance and to measure its success in achieving its intended purpose and the effectiveness and efficiency of its authorized work, the Board will utilize the following performance measures, with the measurements considered as a whole, reflecting the broad range of economic impacts for the Agency's programs.

# PERFORMANCE MEASURES

## Effectiveness

Measure	2010 Actual	2011 Actual	2012 Actual	2013 Actual
# of projects assisted	33	39	37	42
Capital Investment Assisted	\$172,837,000	\$481,908,000	\$266,263,000	\$495,418,000
Projected New Jobs	775	528	1,420	1,469
Existing/Retained Jobs	4,785	9,052	1,501	3,161
Benefit/Incentive Ratio	11:1	7:1	5:1	2:1
Incremental Real Property Taxes to be generated by the Projects over 10 years	\$16,865,850	\$22,055,124	\$46,465,643	\$69,868,101

**Efficiency**

Conduct the operations of the Agency, acting in good faith and with diligence, to ensure the continued viability of the Agency, enabling it to carry out its mission.

<b>Measure</b>	<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Actual</b>	<b>2013 Actual</b>
Fee Income	\$1,295,471	\$782,266	\$1,675,177	\$2,135,210
Operating Expense	\$890,926	\$950,879	\$961,122	\$961,942
Excess of Fee Income over Operating Expense	\$404,545	(\$168,613)	\$714,055	\$1,173,268
Net Assets	\$2,908,610	\$2,197,287	\$2,342,488	\$3,007,290
Auditor's Opinion	Unqualified	Unqualified	Unqualified	Unqualified

**Accountability, Integrity & Transparency**

<b>Measure</b>		<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Actual</b>	<b>2013 Actual</b>
<b>Board Acknowledgement of Fiduciary Duty</b>	PARA requires once during the term of the board member	Completed	Completed	Completed	Completed
<b>Board Member Training</b>	PAAA – required within one year of appointment to board.	Completed	Completed	Completed	Completed
<b>Filing of Required reports</b>	Timely & Complete	All required reports were filed on time and complete.	All required reports were filed on time and complete.	All required reports were filed on time and complete.	All required reports were filed on time and complete.
<b>Board Meetings</b>		<ul style="list-style-type: none"> <li>○ Dates of the COMIDA Board meeting are posted to the website in January.</li> <li>○ Agendas were posted prior to the meeting.</li> <li>○ Draft minutes were posted within 2 weeks of the meeting.</li> <li>○ Final minutes were posted with 1 week of approval.</li> </ul>	<ul style="list-style-type: none"> <li>○ Dates of the COMIDA Board meeting are posted to the website in January.</li> <li>○ Agendas were posted prior to the meeting.</li> <li>○ Draft minutes were posted within 2 weeks of the meeting.</li> <li>○ Final minutes were posted with 1 week of approval.</li> </ul>	<ul style="list-style-type: none"> <li>○ Dates of the COMIDA Board meeting are posted to the website in January.</li> <li>○ Agendas were posted prior to the meeting.</li> <li>○ Draft minutes were posted within 2 weeks of the meeting.</li> <li>○ Final minutes were posted with 1 week of approval.</li> </ul>	<ul style="list-style-type: none"> <li>○ Dates of the COMIDA Board meeting are posted to the website in January.</li> <li>○ Agendas were posted prior to the meeting.</li> <li>○ Draft minutes were posted within 2 weeks of the meeting.</li> <li>○ Final minutes were posted with 1 week of approval.</li> </ul>

<b>Measure</b>	<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Actual</b>	<b>2013 Actual</b>
Public Hearing Notices	<ul style="list-style-type: none"> <li>○ 17 Public Hearing held during 2010</li> <li>○ Notices published to website with required notice</li> <li>○ Notices published to local newspapers</li> <li>○ Notice provided to local officials</li> </ul>	<ul style="list-style-type: none"> <li>○ 32 Public Hearing held during 2011</li> <li>○ Notices published to website with required notice</li> <li>○ Notices published to local newspapers</li> <li>○ Notice provided to local officials</li> </ul>	<ul style="list-style-type: none"> <li>○ 32 Public Hearing held during 2012</li> <li>○ Notices published to website with required notice</li> <li>○ Notices published to local newspapers</li> <li>○ Notice provided to local officials</li> </ul>	<ul style="list-style-type: none"> <li>○ 30 Public Hearing held during 2013</li> <li>○ Notices published to website with required notice</li> <li>○ Notices published to local newspapers</li> <li>○ Notice provided to local officials</li> </ul>

**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?**

Bylaws Section 9. EXECUTIVE DIRECTOR. The Executive Director shall be appointed by the Agency and shall be responsible for the administration of its affairs.

**3.**

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

YES

**4.**

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

The Board's fiduciary duty to this Authority is derived from and governed by its mission. The Board has the obligation to become knowledgeable about the mission, purpose, functions, responsibilities, and statutory duties of the Authority and, when necessary, to make reasonable inquiry of management and others with knowledge and expertise, to ensure that the Agency is carrying out its mission.

The role of management is to facilitate the delivery of assistance to qualified projects. This assistance shall include conduit bond financing, lease/leasebacks, or exemptions from taxation, or support/grants to community organizations with similar missions.

**5.**

**Has the Board acknowledged that they have read and understood the responses to each of these questions?**

YES