

**St. Lawrence County Industrial Development Agency  
Civic Development Corporation**

**Mission Statement**

*Reviewed and Reaffirmed in Public Session on June 29, 2020*

*The IDA-CDC helps to support the operations of not-for-profit corporations within the County to increase employment opportunities for the residents of the County and provide financing through low-interest loans and the issuance of tax exempt and taxable bonds to projects of not-for-profit corporations, which is essential to the continued development, construction, improvement and operation of projects by not-for-profit operations.*

*The IDA-CDC may, using other assets under its control, also help to support not-for-profit corporations and for-profit corporations within the County to increase employment opportunities for the residents of the County by providing financial assistance to the St. Lawrence County Industrial Development Agency and/or the St. Lawrence County Industrial Development Agency Local Development Corporation, as permitted by law, to support these organizations' operations and/or their projects whose activities are essential to the continued development, construction, improvement and operation of projects by not-for-profit corporations and for-profit corporations.*

**Performance Goals**

- *To create new employment opportunities for St. Lawrence County citizens through the attraction of or the creation of new businesses*
- *To create new employment opportunities for St. Lawrence County citizens through the expansion of existing businesses*
- *To retain existing employment opportunities*
- *To leverage the greatest level of private investment in St. Lawrence County enterprises*
- *To provide assistance to the numerous hospitals, colleges and other civic facilities that operate within the County through low-interest loans and the issuance by St. Lawrence County of tax-exempt civic facility bonds.*
- *To help to support not-for-profit corporations and for-profit corporations within the County to increase employment opportunities for the residents of the County.*
- *Work cooperatively with area economic development agencies to market County assets and economic development resources to potential new or expanding businesses.*
- *Ensure a transparent and accountable operation with responsibly-managed SLCIDA-CDC assets.*

**2020 Performance Review (January 2020 – December 2020)**

- *The SLCIDA–Civic Development Corporation approved amendments for Series 2010 bonds issued for the Canton Potsdam Hospital and Canton Potsdam Hospital Foundation. The original bonds were for additions and improvements to the primary hospital campus in Potsdam and for the acquisition and construction of a medical clinic facility on Lawrence Avenue in Potsdam. The amendments enabled St. Lawrence Health Systems to receive more favorable interest rates for the bonds.*

- *At the IDA-CDC's Annual Meeting, the following officers were elected to a one-year term: Brian W. Staples (Chair); Ernest J. LaBaff (Vice-Chair); Lynn Blevins (Secretary), Patrick J. Kelly (CEO) and Kimberly A. Gilbert (CFO). The firm of Silver and Collins was reappointed as General Counsel.*
  - *Board members approved the 2019 Independent Audit reports in June of 2020. The reports showed no findings. Legislators have been provided the reports electronically. In addition, the reports are available on our website at [www.SLCIDA.com](http://www.SLCIDA.com).*
  - *As part of our Public Authority Law compliance program, annual policy reviews are conducted by the IDA and its affiliated organizations which include Conflicts of Interest, Procurement, Investment and Assessment of Internal Controls, Property Disposition, Investment of Funds, Whistleblower, Code of Ethics, Defense & Indemnification, and Compensation, Reimbursement & Attendance policies were reviewed. A new Records and Retention Policy and Schedule were added and the FOIL policy was revised. Performance documents for 2019 were also reviewed.*
  - *Appointments/Reappointments: Both Brian Staples and Ernest LaBaff were reappointed for a three-year term in August 2020.*
  - *Board members approved a 2021 budget, copies of which were forwarded to the Legislative Chair, County Treasurer, County Clerk and Authorities Budget Office. The budget is also available electronically at [www.SLCIDA.com](http://www.SLCIDA.com).*
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**Additional Questions**

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

ANS: Yes – the Board members reviewed and approved (by formal resolution) the mission statement and performance measures of the board.

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

ANS: Management is appointed by the board members of the authority.

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

ANS: The Board of the St. Lawrence County Industrial Development Agency Civic Development Corporation appoints its Chief Executive Officer and Chief Financial Officer. The Chief Executive Officer appoints management and staff.

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

ANS: The Board, with assistance of management, works to develop the authority's mission, and evaluate the authority's goals and performance.

Management ensures that the Board's mission and goals are carried out in a manner which achieves the intended public purpose - a process involving program evaluation, reporting, feedback and recommendation.

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

ANS: The Board acknowledges its understanding of this document by formally approving the document in public session.