

Salamanca Industrial Development Agency Executive Management Team

Ruthe Riehle – Fiscal/Program Administrator

I am a proven team player who can multi task and prioritize job duties.

1987 – Associates of Science, Jamestown Community College

1990 - Certified Housing Quality Inspector

1997 – Computer Repair Technology, Boces Continuing Professional Education hours (110)

2002 – Certified Section 8 Administrator & Certified HQS Inspector

2008 – Housing Choice Voucher Specialist, Nan McKay continuing Professional Education hours (38)

2008 - Certified Lead Paint Inspector

I have been the Program Administrator for the Rental Assistance Program for the last 27 years. Along with the responsibilities in administrating the Rental Assistance I also am the Director for the IDA.

In September 2011 to present - Fiscal/Program Administrator for the City of Salamanca IDA I am responsible for the overall administration and daily operations of the IDA. Activities include financial management including annual budget, monitoring the IDA's Loan portfolio and real estate management. Represent the City in all matters related to economic development and the continued promoting of the agencies goals and objective to assist in the growth of the City. I have shown leadership skills over the last four years while I managed the Agency with only one part time employee. All Governmental reporting was done in a timely manner while maintaining a close relationship with Albany and HUD.