

Village of Fairport
Office of Community + Economic Development

31 South Main Street
Fairport, New York 14450

Industrial Development Agency
Mission Statement and Performance Measurements

Name of Public Authority: Village of Fairport Industrial Development Agency

Public Authority's Mission Statement:

The Fairport Office of Community + Economic Development (OCED) commits its resources, expertise and energies to creating a local economy that is healthy and vibrant. Through the collective efforts of our Industrial Development Agency, Urban Renewal Agency and Fairport Village Partnership, we are actively promoting the Village of Fairport as a great place to live, work and invest.

OCED fosters public improvements and private investments and acts as a catalyst to:

- expand economic opportunities within the Village, provided by commercial and industrial development, with a strong emphasis on the Erie Canal waterfront;
- maintain, improve and expand the existing housing stock and enhance the quality of the overall living environment of the Village.

Date Adopted: March 21, 2011

List of Performance Goals:

1. Close on the sale of Parker Street property for new mixed-use redevelopment project
2. Complete market feasibility study for market-rate residential development
3. Begin construction of public promenade/new docks w/DOS grant funds (\$534,000)
4. Collect RESTORE NY grant reimbursement (\$156,000)
5. Complete policies and reporting requirements of ABO/PARA:
Computer use; non-collusion, acquisition of real property
6. Complete guidelines for Notable Restoration Projects program and begin review of two potential applicants
7. Pursue senior housing project on High Street in partnership w/Providence Housing, SLC
8. Refine chart of accounts and bookkeeping procedures for IDA, URA and Section 8
9. Strengthen visitor attraction efforts through FVP
10. Continue in a leadership role with Erie Canal partners: NYS Canal Corporation, Erie Canalway National Heritage Corridor, NYS Canal Conference (2012)

Additional Questions:

1. *Has the Board acknowledged that they have read and understand the Mission of the IDA?* Yes. The Mission statement was formally adopted at its March Board meeting.
2. *Who has the power to appoint the management of the IDA?* The IDA Board of Directors.
3. *If the Board appoints management, do you have a policy you follow when appointing the management of the IDA?* We have a procedure in place when hiring the Executive Director of the Agency.
4. *Briefly describe the role of the Board and the role of management in the implementation of the mission.*
The IDA Board sets the mission, goals and objectives of the Agency in consultation with the Executive Director. This is done each year at a special planning meeting. The Board ensures that the Executive Director has the resources available to achieve the goals and objectives and helps set priorities; the Executive Director has the responsibility to (1) accomplish the goals and objectives set forth by the Board; (2) keep the Board apprised of the progress, success and/or challenges in reaching the goals and objectives; (3) inform the Board of any changes or factors that may affect the goals and objectives.
5. *Has the Board acknowledged that they have read and understood the responses to each of these questions?* Yes.

Respectfully submitted,

Kal Wysokowski
Executive Director
Fairport Office of Community + Economic Development
IDA / URA / Section 8 Housing / Fairport Partnership

31 South Main Street
Fairport, New York 14450
585-223-0313

March 31, 2011