

MISSION STATEMENT & PERFORMANCE MEASUREMENT

Name of Public Authority: **Batavia Development Corporation**

Public Authority's Mission Statement:

The **Batavia Development Corporation** works to improve the quality of life within the **City of Batavia** through planning, collaboration and programming that will encourage retention and development of small business, promote additional and maximum employment opportunities, retain and enhance the community's fiscal base and attract new business through research-based marketing.

Date Distributed/ Adopted: **January 2018**

List of Performance Goals (If additional space is needed, please attach):

- **Manage the City of Batavia's revolving loan fund**
 - **Increase loan approvals and reduce loan delinquencies**
 - **Recapitalize funds as needed**
- **Coordinate the BDC and City's economic development grants**
 - **Commit Microenterprise, USDA, Empire State Development and New York Main Street (NYMS) grant funds to achieve program metrics**
- **Encourage existing business retention and expansion while developing new business**
 - **Establish a benchmark for the overall business climate**
 - **Consistently and diligently visit local businesses to understand the needs and provide direction for services**
 - **Collaborate with other agencies and property owners for business recruitment efforts**
- **Focus on redevelopment of underutilized real estate City-wide**
 - **Investigate sites to determine viability**
 - **Identify and develop marketable concepts for specific real estate**
 - **Lead the City's central corridor Brownfield Opportunity Area (BOA) program**

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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?

The Batavia Development Corporation Board of Directors.

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

Yes, the Board of Directors developed expectations and defined areas of responsibility for management and uses the City of Batavia hiring process as a guide.

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

In implementing the mission of the BDC, the Board of Directors review and make determination on all small business loan/grant applications that request support from City of Batavia loan/grant funds. Further, the Board of Directors elect officers, review and approve BDC financial statements, create and update policies and oversee the corporation management.

Corporation management is represented by an economic development coordinator who develops an annual action plan and performs and/or facilitates all daily corporation activities.

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

Yes, via motion to adopt the Performance Measurement document.

MOTON: to adopt the Performance Measurement document required by the Authorities Budget Office.