

Authority Mission Statement and Performance Measurements 2013

Name of Public Authority: Clayton Local Development Corporation

Public Authority's Mission Statement: The mission of the CLDC is to relieve and reduce unemployment; to promote and provide for additional and maximum employment; to better and maintain job opportunities; to carry on research for the purpose of aiding the communities of the Town and Village of Clayton by attracting business opportunities to said communities or encouraging the development of new, or retention of existing, business opportunities in the communities; lessening the burdens of government; and to act in the public interest, including promoting reuse of Brownfield sites within the Town and Village of Clayton.

Date Adopted: October 7, 2009

List of performance Goals (if additional space is needed, please attach):

- **Facilitate the development of the Clayton Harbor Hotel on the Frink Property to include all permits, zoning requirements, LWRP requirements, waiver requests with construction underway in April 2013 and steady progress towards a June 2014 opening.** *A public hearing on the project was held on March 7, 2013 and the site plan for the project was approved by the Clayton Planning Board immediately following. On February 28, 2013, 7.04 acres of the Frink Property was transferred from the CLDC to the Krog/Hart partnership for \$2,101,500. Site work began on the project in late April with the formal ground breaking ceremony held on June 27, 2013. Construction progressed throughout the year. A severe wind storm in January 2014 did minor exterior damage, requiring repairs, but despite that setback and brutal winter weather, a June opening is still on target.*
- **Facilitate the development and future operations of the Clayton Transient Docking Facility to include all design, engineering, permits, zoning requirements, LWRP requirements, operations guidelines with construction underway in April 2013; steady progress towards a June 2014 opening:** *The partners had a design contract with Applied Technology Management (ATM). Plans and specifications for the project were finally approved for bidding by the Redevelopment Committee in Spring 2013 with a final bid opening date of July 26, 2013. Despite competitive bidding (23 contractors requested plans), the least expensive bid was nearly double the project budget and the pre-bid estimate prepared by ATM. Under the guidance of the Town Engineer, ATM was directed to redesign this project within the budget. By late September little progress had been made and on October 21, 2013 the Town and CLDC gave ATM 30 days to redesign the project or their contract would be terminated. On November 10, 2013 ATM*

responded that they would be unable to meet the design parameters within the existing budget and on November 27, 2013 ATM was dismissed as project designer. The project design was then transferred to the Town Engineer, Rob Company & Fourth Coast Engineering. To expedite the project the Town was authorized to take over the design and bidding aspects of the project. Revised bid packets were prepared and sent to 19 prospective bidders by late December with a scheduled January 14, 2014 bid opening date. Four companies actually bid on the project, however, none of the four adhered to the design specifications and once again, no contract for construction was awarded. The firm Moffat & Nichol was hired by the Town to specifically study and make recommendations on the wave attenuator. Also, separate bidding documents are being prepared for the docks and a scaled down boaters services building. Despite being far behind on our original schedule for this project, we continue to hold out hope that we will be able to rent dock spaces to transient boaters during the 2014 boating season.

- **Complete the extension of the Clayton Riverwalk to the Veterans Monument by June 1, 2013:** *We are behind schedule on this project but it is not from lack of effort. This is a very complex project due to the fact that it will be constructed along the river behind existing businesses and will require easements from each of the four property owners. Three property owners have granted access for the Riverwalk, however, there is one property owner that is refusing to grant access without compensation. The Village Board has directed the Mayor to use legal means to acquire the ability to proceed with the Riverwalk. The concept design has been complete for some time. Permitting cannot move forward for the project until the final property owner has committed to the project. It is anticipated that permitting will take approximately 60 days, with the final stages of construction taking an additional 60 days.*
- **Work to achieve the goals identified in the Walkability Audit:** *The Village of Clayton uses the results of the audit to prioritize projects within the Village, specifically the Side Walk Program and other upgrades. Significant progress has been made on the privately owned sidewalks throughout the Village using this program. The CLDC will continue to seek more comprehensive project funding through the Federal Highway Administration Safe to Schools program.*
- **Begin the planning process for the next phase of the Clayton Riverwalk by identifying funding opportunities, contacting property owners, easements, preparing RFPs for planning firms and preliminary engineering:** *The Village of Clayton had preliminary plans for this project completed, property owners along this segment of the proposed Riverwalk extension have been contacted with favorable results. The CLDC worked with*

the Village of Clayton to apply to the NYS DOT Transportation Enhancement Program in July 2013 for project funding. Funding was not awarded for this project.

Additional Questions:

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

Yes. The Mission Statement is reviewed annually by the Governance Committee.

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

The Board of Directors has the exclusive power to appoint the Executive Director of the CLDC, currently the only paid employee.

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

The policy of the Board of Directors is to appoint an Executive Director who, in the eyes of the Board, is best suited to carry out the Mission of the CLDC. The Executive Director must be free from any real or perceived conflict of interest and must be willing to adhere to the Boards' Policy on Ethics.

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

It is the role of the Board to adopt, review and, if necessary, amend the mission of the CLDC. It is then the responsibility of the Executive Director to carry out that mission and report back to the Board on a monthly basis the steps being taken to fulfill the mission.

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

Yes, it was done at the 1/2/14 meeting of the CLDC's Board of Directors.