AGENDA
ECONOMIC DEVELOPMENT/PLANNING COMMITTEE
Wednesday, October 7th

Members: Supervisors Spickerman, Deyo, Hammond, Groat, Miller

10:00 a.m. Approve minutes from previous meeting

10:00 a.m. Cooperative Extension, Elizabeth Claypoole

No Business

10:00 m. Tourism, Christine Worth

Monthly Reports
TOUR10RPT1 - Progress Report September 2015.doc
TOUR10RPT2 - Financial Reports - 2015.xls
TOUR10RPT3 - Advertising Report 2015.xls

10:15 a.m. Ec. Development/Planning, Bob McNary

Discussion:
- Opportunity analysis and Marketing Strategy
- CDBG Water and Sewer Project Status
- NY Loves Food Conference
- Ag District Review Timeframe
- Targeted Brownfield Assessment Program
- Progress Report Progress Report - September 2015.doc

TRANSMITTALS:
- Authorization to set date for public hearing on County Ag District
  PLAN10RES01AgDistPublicHearing.doc
- Authorization to approve program guidelines for well/septic repair program
  PLAN10RES02CDBGGuidelinesChanges.doc
- Authorization to amend Board Resolution No. 792-14
  PLAN10RES03CDBGEng_ServicesContractAmend..doc
- Authorization to sign agreement with County Snowmobile Clubs
  PLAN10RES04FundingAgreementswithSnowmobileClubs.doc
- Authorization to sign agreement with Williamson Drifters
  PLAN10RES05WilliamstonDriftriderContract.doc
- Authorization to sign agreement with Lakeshore Ridgeriders
  PLAN10RES06LakeshoreRidersContractErieCanal.doc

THE NEXT COMMITTEE MEETING WILL BE ON OCTOBER 9TH AT 1:00 P.M. FOR BUDGET REVIEW
PROGRESS REPORTS – September 2015

Christine Worth – Director

- Met with the new owner and General Manager of the Newark Gardens Hotel
- FLRTC conference call
  - Advertising
    - Reviewing Holiday Ad placements
  - Apple Tasting Tour
    - Press release sent out
    - Arranging 13 WHAM live news segment for the week of the tour
    - Facebook likes have grown over 220 since August 1
    - Finalized digital ad for Messenger Post
    - Finalized print ads
    - Tradeshop booth at Festival of Food
  - Fall Brochure
    - Brochure is being distributed
  - Holiday Brochure
    - Working on first draft
  - Lake Ontario Wine Trail
    - Working with Wine trail on follow up from the wine Blogger’s conference.
  - Quinn PR Lead: October is Family History Month – seeking tourism businesses that have employed multiple generations of family members. Responded with 3 generations working at DeFisher Fruit Farm/Apple Country Spirits

Chris Kenyon – Outdoor Recreation Coordinator

- Fishing updates weekly…On the Water and county
- Assisting with the annual Youth Hunt at MAC. Dinner is October 2 with actual hunts the next two weekends.
- Met with Mr Buisch at Whispering Pines for promotion.
- Organized Rush Outdoors Hunt and video promotion at Whispering Pines. Attended the weekend function which featured combat veterans.
- Wayne County Federation of Sportsmen’s Club’s meeting.
- Assist Mike Waterhouse with LOSPC 2016 Trade Show schedule.
### 6410 Publicity

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### Revenue

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<th>AUG</th>
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### 6411 Tourism

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### Revenue

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<th>Balance</th>
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<th>SEP</th>
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**TOTAL ALL REQUESTS**: 89277
1. **Meeting with Venture Capital Firm:** Staff met with the President of a regional venture capital firm to discuss ways to stimulate the creation of new companies in Wayne County, especially in low income and high unemployment areas.

2. **Opportunity Analysis and Marketing Strategy:** Staff continued to work with the consultant on the work scope for the Opportunity Analysis and Marketing Strategy. We have also been coordinating with the County Attorney on development of the contract with the consultant. The goal is to start the study in October, 2015.

3. **Targeted Brownfield Assessment (TBA) Program:** Staff has been discussing the TBA Program with the federal EPA representative in NYC and another upstate NY community that has utilized it.

4. **Meeting with Regional Bankers:** Staff met with two bankers regarding their lending efforts and ways to coordinate on business expansions in Wayne County.

5. **Performance Evaluations:** The Director prepared Performance Evaluations on the two management confidential employees in the Department and submitted these to management.

6. **Meeting with Bob Duffy:** Staff met with Bob Duffy and his staff (at the Rochester Business Alliance) to discuss ways that the two organizations can coordinate and enhance regional economic development efforts.

7. **Broadband RFP:** Staff has been doing background research on activities that could be part of the Broadband Request for Proposal (RFP) for Wayne County. This will includes such items as a feasibility plan, implementation costs, a business plan, ways to interact with the private sector, etc.

8. **NYS Business Council Best Practices:** Staff is serving on the Best Practices Committee of the NYS Business Council and participated on a conference call for the same.
9. **IDA Meeting:** Staff arranged and participated in the September IDA meeting.

10. **Economic Development/Workforce Team:** The Economic Development/Workforce Team of the regional WIB met and discussed a variety of issues. Staff also attended a WIB Board of Director’s meeting.

11. **Newark Business Expansions:** Staff worked with Newark Officials and a company from outside the County on a possible expansion in the Village. Utilities and incentives were discussed.

12. **Northeast Economic Development Association (NEDA):** Staff participated in a NEDA conference in Syracuse. NEDA is an organization of professional economic developers from the Northeast States.

13. **Job Description:** Staff worked with the Human Resources Department on a job description.

14. **FAME:** Staff hosted FAME’s Basic Job Skills event at Young Sommer Winery in Williamson, NY

15. **Specialized Retail Establishment:** Staff worked with a Macedon building owner and an out of County retail establishment regarding their possible expansion in Wayne County.

16. **Business Retention and Expansion (BR&E) Program:** Staff reviewed and entered the BR&E company survey information into the CRM system.

17. **FLREDC Meeting:** Staff attended the Finger Lakes Regional Economic Development Council meeting on behalf of Chairman Hoffman.

18. **Ag District 8 Year Review:** Staff received the 300 day notice from the NYS Department of Ag and Markets (NYSDAM) to begin the 8 year review of the Ag District. The public process begins with the October Board of Supervisor’s (BOS) meeting setting the public hearing date in April. Letters to landowners will go out in November, 2015. The informational meeting will be held in December at the Cooperative Extension Office. Received approval from NYSDAM and the County Attorney that the 8 year review plan is acceptable. The Ag Development Board recommended that the BOS use the plan. Currently working with IT on the upcoming mailing.
19. Candy Apple: Continue to monitor monthly progress reports.

20. Elevator Grant: Staff prepared for the final monitoring visit from the Office of Community Renewal. This occurred on September 24th.

21. Fair Housing Officer: Ora Rothfuss, the County Fair Housing Officer, attended a webinar/input session (“Analysis of Impediments to Fair Housing Choice”) sponsored by NYS Department of Housing and Community Renewal. Submitted a survey on the same.

22. GAIN – Regional Revolving Ag and Food Processing Loan Pool: Staff reviewed a variety of documents associated with closing on these funds with ESD. Genesee Finger Lakes Regional Planning Council, the applicant for the funding, is assembling these with the assistance of ESD and the local economic development offices.

23. Upstate Revitalization Initiative (URI): Staff attended several meetings of the Regional Economic Development Council (REDC) and its workgroups involved in development and review of the Region’s URI Plan. It was finalized and submittal to the State.

24. URI Submittals to the REDC: Staff submitted two proposals for URI funding to the REDC. These included the proposal to finish the 20 mile gap on the Erie Canal Trail from Lyons to Savannah and a proposal to fund a regional pool for shovel-ready industrial sites in all 9 Counties.

25. Schoepfel Property Brownfield Management Report: Reports on the Schoepfel Brownfield Project were submitted to DEC in July. DEC in Albany has indicated that they may request a modification of the certification pages and the report.

26. 2012 Planning Unit Recycling Report: At DEC’s request, staff prepared and submitted the 2012 Recycling Report for the County. Since the Western Finger Lakes Solid Waste Management Authority ceased operations, the Department has been gathering this data and submitting it. Apparently the Authority did not prepare it for 2012.

27. Lakeshore Resiliency Plan: Staff participated on a conference call with Genesee Finger Lakes Regional Planning Council (GFLRPC) and Monroe and Orleans Counties regarding a Resiliency Plan that the Planning Council is coordinating with the 3 counties.
28. **Assistance to the Public Works Department:** Staff prepared a SEQR short form and a resolution for an expansion project being initiated by the County Public Works Department.

29. **Great Lakes Action Agenda:** Staff attended a meeting of the Great Lakes Action Agenda. It was held with local planning agencies, DEC and Southeast Ontario organizations.

30. **Coastal Erosion Hazard Area Training (CEHA) and NYS Floodplain Management Training:** Staff ensured that e-mail reminders were sent to supervisors, mayors, clerks and code enforcement officers regarding the September 25th Floodplain Training that was held in Lyons and the CEHA training held in Sodus Point on September 30th.

31. **GFLRPC Critical Transportation Infrastructure Vulnerability Assessment:** Consultants organized a meeting on this project on September 24th. Staff drafted materials prior to that date and interacted with Kevin Rooney, obtaining his thoughts on the project.

32. **GIS Data Requests:** Staff provided GIS assistance to the following entities: Town of Huron and Pultneyville Lighting District.

33. **Regional Dredging Management Plan (RDMP) Update:** The Lake Ontario shoreline communities and the Department of State (DOS) are trying to finalize the RDMP paperwork necessary to complete the project. Apparently DOS will not offer any modifications to the Plan. Project participants are free to begin implementation of the Plan.

34. **Regional Confirmation System:** Staff worked with IT to implement a “registration confirmation” e-mail related to online registration for local government trainings.

35. **Planning Board Training:** Staff worked with the DOS and Seneca County Planning officials to conduct local government training sessions on September 16th at the Wayne County Public Safety Building. They included sessions on: Wind Energy Regulation, Solar Energy Regulation and “White Elephants”. Approximately 40 to 50 individuals attended each session.

36. **Wayne County Planning Board Meeting:** Staff prepared for and attended the County Planning Board Meeting on September 30th. The Preview Committee meeting was held on September 28th. A Town of
Macedon representative is needed to fill Michael Schuth’s position on the Board. Also a Town of Ontario representative is being recruited.

37. **CDBG Water and Sewer Improvement Project:** Following are activities concluded and needed as part of the CDBG Water and Sewer Improvement Project:

- 4 laterals have been installed as of September 25th
- The project engineer has evaluated all of the septic sites and is preparing improvement plans. The septic systems were bid on September 25th. The remainder will follow as the plans are approved.
- 4 properties tested positive for lead. Certified contractors and clearances will be conducted at the completion of the construction.
- Changes to the Program Guidelines are needed due to changes made at the State level and in order to expeditiously complete the project.
- Adequate funding exists to complete the septic systems on the wait list.
- Resolution 792-14 needs to be amended to exceed the cap put on the engineering cost ($28,000).
- We would like to extend the term of the contract with the State to March 31, 2016.

38. **Snowmobile Program:** Following are actions recommended by the Staff for the Snowmobile Program:

- The two year contracts are expiring at the end of this year. As a result, we are proposing a resolution that authorizes a new two year contract for each of the 3 clubs.
- A resolution is needed to continue the County’s agreement with the Williamson Driftriders for use of the Wallington to Sodus Point rail trail.
- A resolution is needed to continue the County’s agreement with the Lakeshore Riders for use of the Wayne County Canal Trail in the Towns of Lyons and Galen.

39. **The Great Lake Ontario National Marine Sanctuary:** Oswego County is proposing establishment of a National Marine Sanctuary on Lake Ontario. Wayne County is one of the named counties to such a federal designation. Amy D’Angelo is one of the representatives from the County. She attended a press conference for this project at the NYS Fair on September 4, 2015 along with supervisor LeRoy. The
next step in the project is the development of community character information and stakeholder meetings with the other counties.

40. **Local Government Training:** The Department is conducting two Local Government Training sessions this fall, as follows: September 9, 2015 – Subdivision Basics and October 5th – Ag Districts.
WHEREAS, the Board of Supervisors is now conducting the review for Agricultural District No. 1 in each of the Towns of Wayne County and which assumed the creation and anniversary date of the original Agricultural District No. 7, July 08, 1976; and

WHEREAS, the Board of Supervisors has prepared an “Agricultural District Review Plan” that includes an informational meeting, landowner and municipal notification and a published notice in the official County newspapers; and

WHEREAS, in conducting the review process, the Board of Supervisors has asked for a recommendation from the Wayne County Agricultural and Farmland Protection Board as required by the provision of NY AML 25AA Section 303; and

WHEREAS, the review process requires the Board of Supervisors to hold a public hearing at a place within the District or otherwise readily accessible to the District; now, therefore, be it

RESOLVED, that the Board of Supervisors does approve the “Agricultural District Review Plan”; and be it further

RESOLVED, that the Department of Economic Development and Planning, on behalf of the Board of Supervisors, will hold a public hearing for the modification of Agricultural District No. 1 on Tuesday, March 08, 2016 at 7:00 P.M. in the Supervisors Chambers of the Wayne County Courthouse, 26 Church Street, Lyons, at which time the recommendations of the Wayne County Agricultural Development Board will be considered and all parties and interested citizens will be given the opportunity to be heard by the Board of Supervisors; and be it further

RESOLVED, that the Clerk of the Board of Supervisors is hereby authorized and directed to give notice of the public hearing for Agricultural District No. 1, as required by law, by publication at least five (5) days before the hearing in the official newspapers of the County of Wayne, and also by mailing individual notices to those municipalities whose territories encompass the District, the persons whose land is the subject of a proposed modification within the District and the Commissioner of the NYS Department of Agriculture and Markets.
Committee No. 4  Date: October 7, 2015  Committee Chair: Dave Spickerman

Department Head: Bob McNary

Transmittal Title: APPROVAL OF PROGRAM GUIDELINES AS AMENDED FOR THE WAYNE COUNTY LATERAL CONNECTION AND WELL/SEPTIC REPAIR ASSISTANCE PROGRAM

WHEREAS, resolution 449-14 approved the Program Guidelines for the Wayne County Lateral Connection and Well/Septic Repair Assistance Program, and
WHEREAS, changes to the Program Guidelines are required in order to stay compliant with New York State CDBG and Wayne County program requirements; now, therefore, be it
RESOLVED, that the Wayne County Board of Supervisors approve of the Program Guidelines as amended, pending approval of the County Attorney as to form and content.

Budgeted: yes ___ no___ Proposed Cost: _________ Reimbursed Amount _________ County cost _________

Departmental transfer $______________ from Account No. _______________ to Account No. _______________

County Administrator’s Review $ Approval:   yes ___ no ___ by: _______________________________________

Personnel Office Review & Approval:   yes ___ no ___ by: _______________________________________

Standing Committee: Ayes _____ Nays _____ Date: __________ Signature: _____________________________

Signature/Date Rec’d: ________________________________________________ Clerk, Board of Supervisors

Referred to:

Committee: _____ Ayes _____ Nays _____ Date: __________ Signature: ______________________________

Committee: _____ Ayes _____ Nays _____ Date: __________ Signature: ______________________________

Revised 1/2008
RESOLUTION TRANSMITTAL

Committee No.  4  Date:  October 7, 2015  Committee Chair:  Dave Spickerman  

Department Head:  Bob McNary  

Transmittal Title:  AMENDMENT OF RESOLUTION 792-14 AND CONTRACT FOR ENGINEERING SERVICES FOR THE WAYNE COUNTY LATERAL CONNECTION AND WELL/SEPTIC REPAIR ASSISTANCE PROGRAM LABELLA ASSOCIATES  

WHEREAS, resolution 792-14 authorized the execution of a contract for LaBella Associates to provide engineering services for the septic portion of the Wayne County Lateral Connection and Well/Septic Repair Assistance Program, and  

WHEREAS, funding is available within the CDBG program budget to assist those individuals on the waiting list for septic repair/replacement, therefore, be it  

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to amend the contract with LaBella Associates, subject to approval by the County Attorney as to form and content, for engineering services to increase the amount of the contract from $28,000 to $35,000.  

Budgeted: yes  no  Proposed Cost:  _______  Reimbursed Amount  _______  County cost  ____________  

Departmental transfer $__________ from Account No. ______________ to Account No. ______________  

County Administrator's Review $ Approval:  yes  no  by:  ________________________________  

Personnel Office Review & Approval:  yes  no  by:  ________________________________  

Standing Committee: Ayes _____ Nays _____ Date: __________ Signature: ___________________________  

Signature/Date Rec’d:  ________________________________  Clerk, Board of Supervisors  

Referred to:  

Committee:  _____  Ayes _____ Nays _____ Date: __________ Signature: ________________________________  

Committee:  _____  Ayes _____ Nays _____ Date: __________ Signature: ________________________________  

Revised 1/2008
RESOLUTION TRANSMITTAL

Committee No. 4  Date: October 7, 2015  Committee Chair: Dave Spickerman

Department Head: Bob McNary

Transmittal Title: AUTHORIZATION TO EXECUTE AGREEMENT WITH THE WAYNE COUNTY SNOWMOBILE CLUBS

Brief Explanation:

WHEREAS, Wayne County is the Local Sponsor for the New York State Office of Parks, Recreation and Historic Preservation (OPRHP) Snowmobile Trails Grant-In-Aid Program; and

WHEREAS, Snowmobiling has expanded the capacity of recreational trails to include winter use; and

WHEREAS, Wayne County and area snowmobile clubs have participated in the OPRHP snowmobile grant program, using grant money and volunteer labor to improve and extend trails for snowmobile use; and

WHEREAS, Wayne County has approximately 2600 registered snowmobiles, over 190 miles of NYS OPRHP funded snowmobile trails, three organized clubs and a regional council; and

WHEREAS, County Resolutions 239-06, 515-07, 774-09 680-11, and 495-13 authorized previous agreements with the Snowmobile Clubs; and

WHEREAS, the size of the snowmobile trail program has caused the Planning Department to recommend formalizing the County’s relationship with the snowmobile clubs to establish, among other things, expectations and schedules for the timely submission of required documentation to the State for snowmobile trail reimbursement; now, therefore, be it

RESOLVED, that the Chairman of the Wayne County Board of Supervisors is authorized to execute an agreement between the County of Wayne and each snowmobile club interested in applying to OPRHP for snowmobile trails funding in Wayne County, subject to approval as to form and content by the County Attorney.

Budgeted: yes ___ no___ Proposed Cost: ________ Reimbursed Amount ________ County cost ___________

Departmental transfer $____________ from Account No. _________________ to Account No. _______________

County Administrator’s Review $ Approval: yes ___ no__ by: _________________________________

Personnel Office Review & Approval: yes ___ no ___ by: _________________________________

Standing Committee: Ayes _____ Nays _____ Date: __________ Signature: _______________________

Signature/Date Rec’d: ________________________________________________ Clerk, Board of Supervisors

Referred to:

Committee: _____ Ayes _____ Nays _____ Date: __________ Signature: _______________________

Committee: _____Ayes _____ Nays _____ Date: __________ Signature: _______________________

Revised 1/2008
RESOLUTION TRANSMITTAL

Committee No. 4 Date: October 7, 2015 Committee Chair: Dave Spickerman
Department Head: Bob McNary

Transmittal Title: AUTHORIZE AGREEMENT WITH WILLIAMSON DRIFTRIDERS FOR WALLINGTON TO SODUS POINT TRAIL

Brief Explanation:

WHEREAS, Resolution 493-13 authorized an agreement with the Williamson Driftriders snowmobile club, which will expire on December 31, 2015, and

WHEREAS, the Williamson Driftriders snowmobile Club has indicated a willingness to continue to provide volunteers and make improvements, including the installation of signs, to the abandoned Wallington to Sodus Point rail line trail; and

WHEREAS, the NYS Office of Parks, Recreation and Historic Preservation snowmobile grant in aid program includes this trail as part of the NY State Snowmobile program; and

WHEREAS, the County of Wayne authorizes the non-motorized use of this trail, except that the trail may be used in the winter by snowmobiles; now, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors is authorized and directed to sign a new agreement with the Williamson Driftriders snowmobile club for improvements to the above referenced trail, effective January 1, 2016 and expiring on December 31, 2017, subject to approval as to form and content by the County Attorney.

Budgeted: yes ___ no ___ Proposed Cost: _________ Reimbursed Amount __________ County cost __________

Departmental transfer $____________ from Account No. ______________ to Account No. ______________

County Administrator’s Review $ Approval: yes ___ no ___ by: _____________________________________________

Personnel Office Review & Approval: yes ___ no ___ by: _____________________________________________

Standing Committee: Ayes _____ Nays _____ Date: __________ Signature: _________________________________

Signature/Date Rec’d: ________________________________________________ Clerk, Board of Supervisors

Referred to:
Committee: _____ Ayes _____ Nays _____ Date: __________ Signature: _________________________________

Committee: _____ Ayes _____ Nays _____ Date: __________ Signature: _________________________________

Revised 1/2008
RESOLUTION TRANSMITTAL

Committee No. 4 Date: October 7, 2015 Committee Chair: Dave Spickerman
Department Head: Bob McNary

Transmittal Title: AUTHORIZE AGREEMENT WITH LAKESHORE RIDERS, INC FOR THE ERIE CANAL TRAIL

Brief Explanation:

WHEREAS, Resolution 494-13 authorized an agreement with the Lakeshore Riders, Inc. (formerly the Lakeshore Snow Devils Snowmobile Club), which will expire on December 31, 2015, and

WHEREAS, the Lakeshore Riders, Inc snowmobile club has indicated a willingness to continue to provide volunteers and make improvements, including the installation of signs, to the Wayne County owned portion of the Erie Canal Trail in the Towns of Lyons and Galen; and

WHEREAS, the NYS Office of Parks, Recreation and Historic Preservation snowmobile grant in aid program includes this trail as part of the NY State Snowmobile program; and

WHEREAS, the County of Wayne authorizes the non-motorized use of this trail, except that the trail may be used in the winter by snowmobiles; now, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors is authorized and directed to sign a new agreement with the Lakeshore Riders, Inc snowmobile club for improvements to the above referenced trail, effective January 1, 2016 and expiring on December 31, 2017, subject to approval as to form and content by the County Attorney.

Budgeted: yes ___ no___ Proposed Cost: _________ Reimbursed Amount __________ County cost _________

Departmental transfer $____________ from Account No. ________________ to Account No. ____________

County Administrator’s Review $ Approval: yes ___ no ___ by: _________________________________

Personnel Office Review & Approval: yes ___ no ___ by: _________________________________

Standing Committee: Ayes _____ Nays _____ Date: __________ Signature: __________________________

Signature/Date Rec’d: ___________________________________________ Clerk, Board of Supervisors

Referred to:
Committee: _____ Ayes _____ Nays _____ Date: __________ Signature: __________________________

Committee: _____ Ayes _____ Nays _____ Date: __________ Signature: __________________________

Revised 1/2008