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

10:05 a.m. Tourism, Christine Worth
Staff Introductions
Monthly Report  TOUR04RPT1 - Progress Report March 2018.docx

DISCUSSION:
- Hour increase for part-time Account Clerk
- 2018 Youth Fishing Derby

10:20 a.m. Cooperative Extension, Elizabeth Claypoole

DISCUSSION:
- Ag Updates
- Wayne Wednesdays

10:50 a.m. Ec. Development/Planning, Brian Pincelli

Staff Introductions

TRANSMITTALS:
- Authorization to sign agreement with Lamar Advertising  PLAN 04 RES 14- Billboard Agreement REV3.docx  Wayne County Economic Development Contract.pdf
- Authorization to transfer unspent funds into 2018 budget  PLAN 04 RES 16- Office Improvement Funds Transfer REV1.docx
- Authorization to create Fiscal Officer position  PLAN 04 RES 15- Creating Fiscal Officer and Setting Salary.docx
- Authorization to award bid for a derelict property study  PLAN 04 RES 17- Authorization of Award and Execute Contract for Derilect Property Study Rev 1.docx

DISCUSSION:
- 485-a vs. IDA UTEP Amendment
- NYS EDC Discussion on Shovel Ready Sites
- Deputy Hiring Process Update
- Broadband Update
Christine Worth – Director

- Scenic Wonders meeting
- Met with FLRTC Director, Lisa Burns
- Met with Coburn Design
- Lake Ontario Wine Trail Meeting
- Apple Tasting Tour Meeting
- Economic Dev/Plan Monthly staff meeting
- Board of Supervisor’s Meeting
- Lake Ontario Wine Trail Marketing Meeting
- FLRTC Board Meeting
- Visit Rochester Visitor Industry Council Meeting
- New York State Travel & Tourism Assn Legislative meeting

Notes
- Advertising
  - Finalized Summer ad campaign
  - Finalized Rochester Women’s Magazine 4 page spread for the Lake Ontario Wine Trail
  - Finalized Guestquest opportunity for summer 2018.
- Apple Tasting Tour
  - Planning meeting
  - Finalizing 2018 marketing & public relations plan
- Bike New York State Exhibit
  - Takes place in NYC May 18-19, 2018
  - Wayne County Bike brochure will be distributed
- Calendar of Events
  - Updating Tourism Website
  - Updating NYS Website
- Human Resources
  - Completed Workforce Violence Prevention Training
  - Compliance Training ¾ Completed
  - Sexual Harassment Training ¾ Completed
- I LOVE NY – Matching Funds - 2018
  - Received payment
- I LOVE NY – Matching Funds – 2017
  - Completed Final Report
- Lake Ontario Wine Trail
  - Assisting with marketing committee
- Public Relations
  - Compiled our summer events to the Finger Lakes Times for the summer guide.
• Confirming WHAM 13 morning show segment at Apple Country Spirits and Young Sommer Wineries to promote 2018 kick-off event for the Lake Ontario Wine Trail.

• Working on 2-travel media Fam Tour’s for September.
  ▪ Sept 9-11 | Pre-Fam for Travel Media Showcase which takes place Sept 11-14 in Niagara Falls. Attendees are pre-qualified travel media such as: Editors, Staff Writers, Assignment Writers, Freelance Writers, Photographers, Bloggers, Video and Film producers for newspapers, magazines, television, broadcast/video/film, internet, travel guides, books. Wayne County will host them on September 10 for the afternoon and dinner.
  ▪ Sept 13-17 | TBEX Post Fam - TBEX is the largest conference and networking event for travel bloggers, online travel journalists, new media content creators, travel brands and industry professionals. Wayne County will host them Sept 15-16.

• Youth Fishing Derby
  • Met with Wayne County Federation of Sportsmen for 2018 program

• Visitor Guide
  • Delivered March 27
  • Distribution mid-April
  • Completed purchase of on-line flip book for website
  • Sent business letter out for distribution

**Chris Kenyon – Outdoor Recreation Coordinator**

• Fishing Updates weekly.
• LOSPC meeting and action items.
• Organizing PA writers Fam in October.
• Assist with 2018 Youth Derby.
• Attend Wayne County Federation Meeting.
• Organizing bass fishing trip on Sodus Bay with outdoor writers.
• Assisting with Wayne County pen-rearing project.
RESOLUTION AUTHORIZING AGREEMENT WITH LAMAR FOR BILLBOARD ADVERTISING

WHEREAS, the County has a strong interest in promoting the County to companies and residents both inside and outside the County, and

WHEREAS, the County 2018 Contingent Fund Budget includes $100,000 for the purpose of promoting Wayne County using Billboard Advertising, and

WHEREAS, Lamar Advertising has presented the Economic Development and Planning Committee with a proposal for Billboard Advertising Services, and

WHEREAS, Lamar Advertising has exclusive rights to advertise at desired locations, therefore let it be

RESOLVED, that the Chairman of the Board of Supervisors is authorized to execute an agreement with Lamar Advertising, subject to County Attorney approval as to form and content, to complete the design of and for the cost of advertising on, billboards at (6) locations for a period of (1) year at a cost of $58,520; and further be it

RESOLVED, that the County Treasurer is authorized to make the following budget adjustments

A1990 Contingent Fund General
(Appropriations)
$58,520 from 54000 Contractual Expenses

A8020 Planning
(Appropriations)
$58,520 to 54460 Promotion

Budgeted: yes X no _ Proposed Cost: _$58,520__ Reimbursed Amount _______ County cost___$58,520__

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

County Administrator’s Review: __________________________________________ Date: __________________

Human Resources Office Review: yes ___ no ___ N/A ___ Signature: ________________________________________

County Attorney Review: yes___ no___ N/A____ Signature: _________________________________________

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: _____________________________
RESOLUTION AUTHORIZING AMEND THE 2018 PLANNING DEPARTMENT BUDGET

WHEREAS, Resolution No. 395-17 authorized the transfer $22,045.64 from Trust Expense Fund accounts to the General Fund, and appropriate those funds for equipment and office updates in the Planning Department, and

WHEREAS, that $17,474 of the transferred funds were not spent by the end of the year and went back to the general fund at the end of 2017, and

WHEREAS, the Planning Department is desirous is re-appropriating the $17,474 unspent balance to continue the office improvements, therefore let it be

RESOLVED, that the Wayne County Treasurer is authorized to make the following budget adjustments

**A1190 Contingent Fund General**
(Appropriations)
$17,474 from 54000 Contractual Expenses

**A8020 Planning**
(Appropriations)
$17,474 to 52500 Other Equipment

Budgeted: yes ___ no ___ Proposed Cost: ____________ Reimbursed Amount ____________ County cost $0

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

County Administrator’s Review: ________________________________ Date: __________________

Human Resources Office Review: yes ___ no ___ N/A ___ Signature: ________________________________

County Attorney Review: yes ___ no ___ N/A ___ Signature: ________________________________

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: ____________________________
RESOLUTION TRANSMITTAL

Committee No.  4     Date: April 4, 2018             Committee Chair:  Dave Spickerman
Department Head: Brian Pincelli

RESOLUTION CREATING FISCAL OFFICER POSITION AND SETTING SALARY

WHEREAS, the Wayne County Industrial Development Agency (IDA) employs individuals as an agency of the County; and

WHEREAS, as IDA employees have vacated positions, positions have been converted to Wayne County positions, subject to New York State Civil Service law and Wayne County policies; and

WHEREAS, the IDA Office Manager is retiring effective June 30, 2018; and

WHEREAS, the Director of Economic Development has requested that the Human Resources Department classify a new County position that describes the needed duties to be performed for the Department after the Office Manager retires: and

WHEREAS, the Director of Human Resources has classified the position of Fiscal Officer, in the Managerial/Confidential Employees Group, in M/C pay-grade 6; now, therefore be it

RESOLVED that one full-time position of Fiscal Officer be created in the Economic Development and Planning Department, and be it further

RESOLVED that the position may be filled on or after (date of her retirement);

Budgeted: yes _ no  X  Proposed Cost: $_____ Reimbursed Amount $_____ County cost $_____

Departmental transfer $___________ from Account No. ________ to Account No. _________

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

Human Resources Office Review & Approval: yes ___ no ___ by: ____________________________

County Attorney Review: yes ___ no ___ N/A ___ by: ________________________________

Standing Committee: Ayes _____ Nays _____ Date: ________ by: ___________________________

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

Referred to:
Committee: ____ Ayes _____ Nays ____ Date: ________ Signature: __________________________

Committee: ____ Ayes _____ Nays ____ Date: ________ Signature: __________________________
RESOLUTION AUTHORIZING TO AWARD BID AND EXECUTE CONTRACT WITH LABELLA FOR CDBG FUNDED DERELICT PROPERTY STUDY

WHEREAS, Request for Proposals were opened Thursday March 22; and

WHEREAS, proposals were received from G.E. Grace & Co. Inc ($47,500) and LaBella Associates ($49,000); and

WHEREAS, proposals were reviewed and scored by the review committee based on criteria including, but not limited to, experience and costs; and

WHEREAS, the proposal received from LaBella was determined to highest scoring based on the evaluation criteria; therefore let it be

RESOLVED, that Board Chair, Steven M. LeRoy, is hereby authorized to sign a contract for completion of the County Derelict Property Study, subject to the review by the County Attorney, with LaBella at an amount not to exceed $49,000.

Budgeted: yes X_ no__ Proposed Cost: $49,000       Reimbursed Amount $45,000       County cost $5,000

Departmental transfer $___________ from Account No. __________ to Account No. ________________

County Administrator’s Review: ___________________________________________ Date: _______________

Human Resources Office Review: yes ___ no ___ N/A ___ Signature: _______________________________

County Attorney Review: yes___ no___ N/A____ Signature: ______________________________________

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: _________________________