AGENDA
ECONOMIC DEVELOPMENT/PLANNING COMMITTEE
Wednesday, February 6th 10:00 a.m.

Members: Spickerman, Pagano, Groat, Miller and Robusto

10:00 a.m. Approved Minutes from Previous Meeting

10:00 a.m. Tourism, Christine Worth

TRANSMITTAL:
• Authorization to accept quote for Travel Guide TOUR02RES1 2019 Print RFP Acceptance.doc

10:15 a.m. Ec. Development/Planning Department, Brian Pincelli
Monthly Report

TRANSMITTALS:
• Authorizing Regional Market Appointment PLAN 19 RES 1- Regional Market Authority Appointment.docx
• Approving Bond for G/FLRPC PLAN 19 RES 2- Resolution Approving Bond For GFRPC.docx
• Appropriating Funds to the Industrial Site Fund PLAN 19 RES 3- Resolution Appropriating Funds to the Industrial Site Fund REV1.docx
• Increasing Travel Budget PLAN 19 RES 4- Resolution Authorizing Increase in Travel Budget REV1.docx
• Authorizing Execution of County-IDA Contract PLAN 19 RES 5- Resolution Authorizing Execution of the County-IDA Annual Contract REV1.docx
• Authorizing Commitment of County CDBG Funds PLAN 19 RES 6- Resolution Authorizing Commitment of CDBG Funds to the Wayne County Regional Land Bank REV1.docx
• Appointing Fair Housing Officer PLAN 19 RES 7- Appointment of Fair Housing Officer.doc

DISCUSSION:
Activities Report
Workforce Development
EPA Brownfield Application & County Inventory
Derelict Property Study- Meeting February 12th, 5-6:30 p.m.
Northern Boarder Regional Commission (NBRC)
Other Updates as Requested
PROGRESS REPORTS – January 2019

Christine Worth – Director

- Attended Lake Ontario Wine Trail Meeting
- Attended Lake Ontario Wine Trail Marketing Meeting
- Attended FLRTC Board Meeting
- Attended New York Times Travel Show
- FLRTC Executive Board Conference Call
- Attended NY Agricultural Society to accept Marketing award.

Notes

- Advertising
  - Finalized ice fishing ad, guest quest ad
- Apple Tasting Tour
  - Survey sent to participants
- Calendar of Events
  - Updating Tourism Website & NYS Website
- Canal hour issue
  - Letters sent to supervisors
- Matching funds
  - $76,536 has been awarded, completed acceptance paperwork
- Visitor Guide
  - Distribution
  - Content has been given to the graphic designer
  - Reviewing 1st draft
  - Following up on outstanding payments.
  - The visitor’s guide printing quote was completed and completing contract with county attorney’s office.
- Website
  - Adding Maple Syrup events to home page
  - Adding Brantling to home page

Chris Kenyon – Outdoor Recreation Coordinator

- Fishing updates weekly
- WCFSC meeting
- LOSPC meeting at Bass Pro
- Action items with LOSPC salmon symposium
- New ads for New York Outdoor News
- Staff Syracuse Outdoor Show
RESOLUTION TRANSMITTAL

Committee No. 4   Date: February 6, 2019   Committee Chair: Dave Spickerman
Department Head: Christine Worth

Transmittal Title: **AUTHORIZATION TO ACCEPT RFP QUOTE FOR 2019 TRAVEL GUIDE PRINTING**

WHEREAS, the Director of Tourism and Promotion distributed printing and specification guidelines to potential vendors for the printing of the 2019 Wayne County Travel Guide; and

WHEREAS, the following quotes were received and reviewed by the Wayne County Director of Tourism and Promotion and the Economic Development/Planning Committee Standing Committee of the Wayne County Board of Supervisors:

<table>
<thead>
<tr>
<th>Bidder</th>
<th>$50,000.00</th>
<th>$60,000.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Catamount Color, 89 Sand Hill Rd, PO Box 8329, Essex, VT 05451</td>
<td>$20,965.00</td>
<td>$23,480.00</td>
</tr>
<tr>
<td>Courier Printing Corporation, 24 Laurel Bank Ave, Deposit, NY 13754</td>
<td>$20,687.00</td>
<td>$23,544.00</td>
</tr>
<tr>
<td>Dual Print &amp; Mail, 340 Nagel Drive, Cheektowaga, NY 14425</td>
<td><strong>$14,918.54</strong></td>
<td><strong>$17,328.47</strong></td>
</tr>
<tr>
<td>Eastwood Litho, Inc, 4020 New Court Ave., Syracuse, NY 13206</td>
<td>$19,031.00</td>
<td>$22,362.00</td>
</tr>
<tr>
<td>Freeport Press, 2127 Reiser Ave., SE, New Philadelphia, OH 44663</td>
<td>$20,757.17</td>
<td>$23,933.72</td>
</tr>
<tr>
<td>Phoenix Graphics Inc, 1525 Emerson St., Rochester NY 14606</td>
<td>$18,339.00</td>
<td>$21,447.00</td>
</tr>
<tr>
<td>PrintRoc, 620 South Ave., Rochester, NY 14620</td>
<td>$16,740.00</td>
<td>$19,650.00</td>
</tr>
</tbody>
</table>

now, therefore, be it

RESOLVED, that the quote submitted by **Dual Print & Mail**, for **60,000** units in accordance with the specifications at a price of **$17,328.47** in accordance with the specifications, is hereby accepted; and be it further

RESOLVED, that the Chairman of the Wayne County Board of Supervisors is hereby authorized and directed to execute a contract on behalf of the County of Wayne, subject to the County Attorney’s approval as to form and content, with Dual Print & Mail in accordance with the bid acceptance.

Budgeted: yes X no ___ Proposed Cost: **$ 17,328.47**  Reimbursed Amount _____ Proposed Cost: **$17,328.47**

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

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

Committee: _____ Ayes _____ Nays _____ Date: __________ Signature: ______________________________
Resolution Authorizing Appointment to CNY Regional Market Authority

WHEREAS, Michael Madison no longer desires to be the Wayne County Representative on the CNY Regional Market Authority; and

WHEREAS, Jose Berenguer of Lake Bluff Honey Bee Farm, 6964 Lake Bluff Road, Wolcott has agreed to serve on the Authority as a County Representative; now, therefore, be it

RESOLVED, that Jose Berenguer be appointed as the Wayne County Representative to the CNY Regional Market; and be it further

RESOLVED, that a copy of this resolution be sent to Amanda Vitale, Market Administrator, CNY Market Authority, 2100 Park Street, Syracuse, NY 13208.

Budgeted: yes ___ no ___ Proposed Cost: ___0_______ 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: _______________________________
RESOLUTION TRANSMITTAL

Committee No. 4        Date: February 6th, 2019        Committee Chair: Dave Spickerman
Department Head: Brian Pincelli

RESOLUTION APPROVING THE OFFICIAL UNDERTAKING OF PUBLIC EMPLOYEES FIDELITY (BLANKET) BOND FOR THE GENESSEE/FINGER LAKES REGIONAL PLANNING COUNCIL

WHEREAS, the County of Wayne has appropriated the sum of $9,970 as its share of the year 2019 operating funds of the Genesee/Finger Lakes Regional Planning Council; and

WHEREAS, pursuant to Section 119-00 of the General Municipal Law of the State of New York, the County is authorized to provide for the payment of such appropriations to an officer of the agency designated by the agency to receive such monies provided that such officer shall have executed an official undertaking approved by the governing body of the County; and

WHEREAS, the Genesee/Finger Lakes Regional Planning Council has designated David S. Zorn, Executive Director of the Council, as the officer to receive payments of such monies; and

WHEREAS, the Genesee/Finger Lakes Regional Planning Council has secured a Public Employees Fidelity (Blanket) Bond, issued by National Grange Mutual Insurance Company, providing faithful performance blanket bond coverage for officers and employees of the Council in the amount of $500,000.00; now, therefore, be it

RESOLVED, that the Wayne County Board of Supervisors hereby approves such bond as the official undertaking required pursuant to Section 119-00 of the General Municipal Law.

Budgeted: yes  X  no  Proposed Cost: _______  Reimbursed Amount _______  County cost__________
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 TO TRANSFER BALANCES OF FUNDS AT THE END OF 2018 IN THE INDUSTRIAL DEVELOPMENT PROGRAM TO BE APPROPRIATED IN 2019

WHEREAS, the County of Wayne funds an Industrial Site Development Fund which cross several fiscal years; and

WHEREAS, these funds are utilized to advance Economic Development projects involving development of public infrastructure, and

WHEREAS, funds that were identified for Industrial Site Development but were not expended in 2018 need to be added to the 2019 County Budget; and

WHEREAS, the County has been contributing to the fund utilizing unspent funds from the Economic Development and Planning Department Other Direct Expenses budget for County funding for special studies and special projects, and

WHEREAS, the County has a desire to cap overall contributions to the Industrial Site Fund at $1,000,000, and

WHEREAS, in order to make contributions appropriate for site development the total cap on individual project contributions is recommended to be changed from $100,000 to $300,000, and

WHEREAS, the County closed these accounts out to fund balance at the end of 2018; now, therefore, be it

RESOLVED, that the County Treasurer is hereby authorized to transfer $1,000,000 in funds from the Unappropriated General Fund Balance as follows:

A6326 Economic Development Administration
(Appropriations)
$1,000,000 to 54553 Industrial Site Development Program

Budgeted: Yes  Proposed Cost: $1,000,000  Reimbursed Amount $0  County Cost $1,000,000

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: ____________________________
RESOLUTION AUTHORIZING INCREASE IN ECONOMIC DEVELOPMENT AND PLANNING TRAVEL BUDGET

Whereas, the County funds travel expenses related to County Planning Board members travel to meetings and site visits necessary to carry out substantial review of projects presented to the County Planning Board, and

Whereas, the Economic Development and Planning Department pays these expenses with funds appropriated in the annual budget, and

Whereas, Appropriations included in the 2019 budget were sufficient to cover expenses for Planning Department employees, but did not include adequate appropriations to reimburse Planning Board members, therefore let it be

Resolved that the County Treasurer is authorized to amend the budget as follows:

A1990 Contingency Fund General
(Appropriations)
$5,000 from 54000 Contractual Expenses

A8020 Planning and Economic Development
(Appropriation)
$5,000 to 54919 Mileage Reimbursement

Budgeted: yes __ no__ Proposed Cost: _$5,000___ Reimbursed Amount ___________ 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: ______________________________
RESOLUTION TRANSMITTAL

Committee No. 4 Date: February 6th, 2019 Committee Chair: Dave Spickerman
Department Head: Brian Pincelli

Transmittal Title: AUTHORIZING 2019 CONTRACT FOR SERVICES WITH WAYNE COUNTY IDA

WHEREAS, the amount of $265,686 was appropriated in the A63261 Personnel Services and Benefits lines of the 2019 Adopted County Budget for administrative labor support for the Wayne County Industrial Development Agency (“IDA”); and

WHEREAS, the amount of $135,000 was appropriated in line A63264.54400 for marketing, the Business Retention and Expansion program, partnerships, and other necessary marketing efforts; and

WHEREAS, the amount of $165,000 was appropriated in line A63264.54891 for special studies and projects for Economic Development; now, therefore, be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized and directed to sign an agreement, subject to the County Attorney’s approval as to form and content, with the Wayne County IDA for the provision of administrative labor support of $265,686, plus any additional County Board approved post Adopted Budget adjustments for the same being allocated to the WC-IDA; and be it further

RESOLVED, that the Chairman of the Board is authorized to sign an agreement, subject to the County Attorney’s approval as to form and content, with the Wayne County IDA providing for the payment of $135,000 for the marketing, BRE, and partnership programs and contracts in equal quarterly disbursements of $33,750.00; and be it further

RESOLVED, that the Chairman of the Board is authorized to sign an agreement, subject to the County Attorney’s approval as to form and content, with the Wayne County IDA providing for the disbursement of up to $165,000 for special studies and special projects related to Economic Development and providing for payments on a project-by-project basis subject to the joint approval of the Economic Development and Planning Director/IDA Executive Director and the Wayne County Fiscal Assistant in advance of the project or study being undertaken and requiring the Agency to file a verified account of the disbursements of such funds.

Budgeted: yes X no__ Proposed Cost: $562,188 Reimbursed Amount $0 County cost $562,188

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 TRANSFER OF CDBG FUNDS TO THE WAYNE COUNTY REGIONAL LAND BANK

Whereas, the County has capitalized several loan funds, being administered by the Wayne Economic Development Corporation, over several years through the NYS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, and

Whereas, The Wayne County Industrial Development Agency has a total Small Cities CDBG cash fund balance of $752,956 WCIDA is administering on behalf of the County, and

Whereas, the NYS Office of Community renewal has initiated a recall of all uncommitted CDBG funds by March 31st, 2019, and

Whereas, the County has identified a project meeting the goals of the NYS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM by the elimination of conditions which are detrimental to health, safety and public welfare, through code enforcement, demolition, interim rehabilitation assistance and related activities, and

Whereas, the County has an interest in utilizing the Wayne County Regional Land Bank Corporation to apply funds to addressing CDBG program objectives, involving demolition of 48 Broad Street in the Town of Lyons and 42 Elmer Street in the Town of Lyons, which each represent a serious risk to the health and safety of the surrounding residents, therefore let it be;

RESOLVED, Wayne County hereby commits $747,712 of funds to the Wayne County Regional Land Bank Corporation, and directs the WCIDA to direct funds to the Land Bank, to be expended as follows:

<table>
<thead>
<tr>
<th>Amount</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>$752,956</td>
<td>Cash Funds Balance</td>
</tr>
<tr>
<td>$523,000</td>
<td>Commercial Demolition</td>
</tr>
<tr>
<td>$49,180</td>
<td>Below Grade Demo</td>
</tr>
<tr>
<td>$40,000</td>
<td>Residential Demolition</td>
</tr>
<tr>
<td>$135,532</td>
<td>Administration and Delivery</td>
</tr>
<tr>
<td>$747,712</td>
<td>Commitment of Funds</td>
</tr>
</tbody>
</table>

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

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 APPOINTING FAIR HOUSING OFFICER

WHEREAS, Wayne County often applies for funding from the New York State Office of Community Renewal ("OCR") Community Development Block Grant ("CDBG") program; and

WHEREAS, OCR requires grant recipients to comply with Title VI of the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968, Fair Housing Amendments Act of 1988 and the Human Rights Law (Executive Law, Article 15) of the State of New York as well as Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u); and

WHEREAS, OCR also requires grant recipients to appoint a Fair Housing Officer and a Section 3 Officer to affirmatively advance these Federal goals for qualifying projects within the County; and

WHEREAS, Legal Assistance of Western New York, Inc. Fair Housing Enforcement Project has been funded by US Department of Housing and Urban Development since 1998 to investigate housing discrimination complaints in our region including Wayne County and will accept referrals for investigation; now therefore be it

RESOLVED, that the Board of Supervisors hereby designates Thomas Lyon as Wayne County Fair Housing Officer and Section 3 Officer for a term to expire on December 31, 2019.

Budgeted: yes ___ no. x. Proposed Cost: _____0______ 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: _________________________________