AGENDA
ECONOMIC DEVELOPMENT/PLANNING COMMITTEE
Wednesday, May 8th  10:00 a.m.

Members:  Spickerman, Pagano, Groat, Miller and Robusto

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

10:00 a.m.  Tourism, Christine Worth

Monthly Report  TOUR5RPT1 - Progress Report April 2019.docx

TRANSMITTAL:
  • Authorization to create and fill position  TOUR 05 RES01 Tourism assistant.docx

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

TRANSMITTALS:
  • Authorization to amend budget  PLAN0519 RES18-Budget Adjustments for Land Bank
    CDBG Funds REV1.docx
  • Authorization to set date for public hearing  PLAN19 RES19- Set CDBG First Public
    Hearing.docx

DISCUSSION:
Activities Report
County Solid Waste Management Plan
Office Updates
PROGRESS REPORTS – April 2019

Christine Worth – Director

- Hosted Apple Tasting Tour meeting
- Attended Lake Ontario Wine Trail Meeting
- Attended Lake Ontario Wine Trail Marketing Meeting
- FLRTC Executive Board Conference Call
- FLRTC Board Meeting
- Attended NYSTIA Empire State Tourism Conference
- Attended Lake Ontario Wine Trail Website Development meetings
- Met with 3 members of I love NY staff in Rochester
- Quinn Familiarization tour
- Attended ROC/FLX Beverage Trail marketing committee/recap Inaugural event
- Attended ROC/FLX Beverage Trail Annual Meeting

Notes

- Advertising
  - Finalized Messenger Post Summer Ad
  - Finalized summer banner ad for Guestquest
  - Finalized Life in the Finger Lakes Summer Issue
- Apple Tasting Tour
  - Planning changes based on suggestions from our business for giveaways and results of the survey.
  - New Participant Youngman’s Farms
  - Thorpe Vineyards and Wayside Market will not be participating
  - Maxwell Bee Honey is interested in participating but cannot staff it at this time.
  - PR plan is in place
  - Sponsoring glasses for Taste of Wayne County event
- Calendar of Events
  - Updating Tourism Website, I Love NY, NYS Haunted History Trail & Visit Rochester websites.
- Lake Ontario Wine Trail
  - Working with marketing committee on promotional projects
  - Working with trail on website update
- Matching funds
  - New quarterly reporting system begun which is on-line now. Due to new process, there is a one-month extension for the 1st quarter.
- Office
  - Reviewing positions & duties
• Account Clerk resigned last day is 5/10/19. Working with Human Resources regarding potential interview to fill the position. I should have a list of interested people by 5/8/19.

• Summer events brochure
  • Completed event listing and is being printed.

• Public Relations
  • Familiarization tour - Hosted staff from Quinn PR that consisted of driving tour and overnight.

• Visitor Guide
  • Distribution
  • Visitor guides delivered on 4/15/19
  • Converted printed guide into interactive guide on website

• Website
  • Reviewing site mapping of our site for website platform change

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**Chris Kenyon – Outdoor Recreation Coordinator**

• Weekly fishing reports
• Assist with pen rearing project at Sodus Bay.
• LOSPC conference call
• Wayne County Federation Meeting
• Continue planning for Rush Outdoor video production.
RESOLUTION TRANSMITTAL

Committee No: 4  Date: 5/8/2019  Committee Chair: Dave Spickerman
Prepared By: Christine Worth

AUTHORIZATION TO CREATE A FULL TIME TOURISM ASSISTANT AND AMEND THE 2019 BUDGET

WHEREAS, the position of Tourism Assistant (PT) became vacant on 12/28/2017 and has not been filled or included in the 2019 budget; and

WHEREAS the Tourism Director and the Human Resource Director have reviewed the Tourism Assistant job description duties and have determined that the current full time Clerk Typist in the Tourism Office meets the qualifications needed to perform the functions of a full time Tourism Assistant; and

WHEREAS, the Tourism Director desires to create a full time Tourism Assistant position, abolish one full time Clerk Typist position, abolish the part time Tourism Assistant position, and promote the full time Clerk Typist to the position of full time Tourism Assistant; and, now therefore be it

RESOLVED, that the position of part time Tourism Assistant is hereby abolished, and a full time Tourism Assistant position (Grade 15 of the CSEA unit) is created and authorized to be filled as of June 1, 2019; and, further be it

RESOLVED, that the position of full time Clerk Typist be abolished after the successful completion of the Tourism Assistant probationary period; and, further be it

RESOLVED, that the Wayne County Treasurer is authorized to amend the 2019 Budget as follows;

A1990 Contingency Fund General
(Appropriations)
$541.95 from 54000 Contractual Expenses

A6410 Publicity (Tourism)
(Appropriations)
$439.00 to 51637 Tourism Assistant
$69.37 to 58100 Retirement
$33.58 to 58200 Social Security

Budgeted: No  Proposed Cost: $541.95  Reimbursed Amount $0  County Cost $541.95

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: _______________________

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

Committee: _____ Ayes _____ Nays _____ Date: __________ Signature: _______________________
Authorization to Amend the 2019 Budget for a CDBG Funds Transfer

WHEREAS, The Wayne County Board of Supervisors adopted Resolution No. 109-19 and Resolution No. 178-19 authorizing the commitment of County CDBG funds to eligible CDBG activities; and

WHEREAS, budget adjustments are necessary to accept funds from the IDA and transfer them to the Land Bank, Industrial Development Agency, and New York State; now, therefore be it

RESOLVED, that the Wayne County Treasurer is authorized to amend the 2019 County Budget as follows:

**A8755 Wayne County Land Bank**

(Revenues)
$755,142.38 to 44091 CDBG

(Appropriations)
$747,712 to 54002 HUD Grant Expenses (Land Bank)
$6,721.68 to 54600 Miscellaneous (Wayne County IDA)
$708.70 to 54600 Miscellaneous (NYS Housing Trust Fund Corporation)

Budgeted: yes ___ no_X___ Proposed Cost: $0 Reimbursed Amount ___________ County cost___________

Departmental transfer $755,142.38 from Account No. (FEDERAL) to Account No. A8755

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: __________________________
WHEREAS, the Office of Community Renewal is soliciting proposals from municipalities under the 2019 Consolidated Funding Application and/or the Unified Funding Applications (UFA), Community Development Block Grant (CDBG) programs; and

WHEREAS, potential applicants for CDBG funding are required under 24 CFR570.486 and NYS’s Citizen Participation Plan to schedule and conduct an advertised public hearing prior to the submission of such applications to give the public the opportunity to suggest projects for municipalities to consider; and

WHEREAS, the purpose of the hearing is to gain citizen input as to their needs and potential CDBG-funded projects for consideration by the County, including Housing, Economic Development and Infrastructure; now, therefore, be it

RESOLVED, that the Board of Supervisors hereby authorizes the Clerk of the Board to advertise and conduct the hearing in time to permit the filing of a 2019 Community Development Block Grant application; and be it further

RESOLVED, that the hearing be set for June 18, 2019 at 9:10 A.M. in the Supervisors Chambers at 26 Church Street, Lyons, New York; and be it further

RESOLVED, that the Clerk of the Board is hereby directed to publish notice in the legal newspapers for the County for the first available publication.