PLANNING & ECONOMIC DEVELOPMENT COMMITTEE
AGENDA
May 16, 2018

1. Approval of Minutes
   - April 18, 2018

2. Ryan Cool, Executive Director of Allegany County Telecommunications Development Corporation

3. Craig Clark, Economic Development/ Industrial Development Agency
   - Monthly Report

4. H. Kier Dirlam, Planning Director
   - Monthly Report

5. Gretchen Hanchett, GACCC Executive Director
   - Monthly Report

6. Reita Sobeck-Lynch, Employment & Training Director
   - Monthly Report
   - Request to fill Summer Youth Employment & Training Counselor

7. Workforce Development Local Plan

8. Appointment to the Allegany County Land Bank Corporation Board of Directors

9. Legislator William Dibble
   - Impoundments

10. Old Business

11. New Business

12. Questions from the Media

13. Good of the Order

14. Adjournment
May 2018 Report

Office of Planning Projects:

A. Allegany County Planning Board:
   • Planning Board meets tonight at the Crossroads Center 7PM May 16, 2018.

B. General Planning:
   • Continued with working on edits with the Town of Almond for the Comprehensive Plan and
     creating maps for their plan.
   • Continue to work on edits for the Village of Alfred for the Comprehensive Plan.
   • Staff had a booth at the Southern Tier West Local Government Conference and met with many
     Towns and Village officials during the day. Also distributed over 100 Tourism books and brochures
     to officials from nearby counties.
   • Set up a Workshop on NY-Sun program for Town & Village officials set for May 30 from 9AM –4PM
     at the Crossroads Center.

C. Land Bank:
   • The Land Bank is acquiring properties through the tax sale. At least two of the properties are in
     very bad shape and may not be able to be saved. The properties are expected to be transferred
     from the County to the Land Bank by the County Legislature in June.

D. Shared-Services:
   • Have held conference calls with CGR regarding the progress they are making on the plan. A series
     of conference calls is planned to discuss particular aspects of the plan during the next few weeks.
   • We expect the draft plan to be available in June.

E. GIS [Geographic Information System]:
   • We are continuing to work on the LUCA project. The timing is too short to look at all 29,000
     addresses so we have done some GIS Analysis in order to fast track our ability to make the biggest
     impact and look at the areas that are most likely to have data issues. This still leaves in excess of
     6,000 addresses to review county-wide. At this time it appears unlikely that all of these will be
     reviewed but we will do everything we can to maximize the number we can evaluate.
   • Have responded to requests for various maps during the month.

F. Website
   • We have been discussing a system for document management and forms integration on the
     County website with a firm that is going to make a presentation to the Department Heads at the
     County Administrator’s meeting next Tuesday morning.
   • We are moving forward with the initial steps to transfer the Tourism website to our County
     hosting and templates. This will be a team effort by Tourism, Equatek, Planning/Development, IT
     and Mason Digital to make this as smooth a transition as possible.

G. Genesee River Wilds
   • Genesee River Wilds has an agreement in place with the NYSDEC to put up GRW signs at the 3 of
     the DEC Fishing Access sites: Graves Road, Jack Bridge, and Scio to allow Canoe and Kayak Access.
   • GRW participated in the Chamber of Commerce’s Recreational Show.
   • GRW expects to have their new map available next month that shows all access sites from
     Genesee PA to Lake Ontario.
   • The Annual River Float is scheduled for June 3rd.

H. Hazard Mitigation Plan
   • The Town of Belfast has approved the Plan.
   • Staff attended the New York State Division of Homeland Security and Emergency Services County
     Emergency Preparedness Assessment (CEPA) meeting
I. **Administrative**
   - Reviewed audits for Planning, Development and Tourism as well as Payroll.
   - Worked with HR to develop a new updated job description for the Assistant Director of Economic Development and Planning.

J. **Meetings**
   - Presented at the Planning & Economic Development Committee.
   - Participated in Website Update Conference Calls and the ADA compliance conference calls.
   - Attended the Southern Tier West Regional Planning & Development Board meeting.
   - Attended the Disaster Emergency Response Meeting
   - Staff attended the New York State Planning Federation Conference in Lake George.
   - Intend to participate in the Economic Development Steering Committee meeting May 15.

**Development Projects:**

A. **Friendship – Belvidere Waterline:**
   - Some of the easements letters and agreements have been returned.
   - Expect that this project should be ready to go to bid soon.

B. **Park and Ride**
   - The contractor has met with the engineering staff to evaluate what items remain to be finished as part of the contract. We expect that they will complete this work in relatively short time span. Most of the remaining work is related to finishing the landscaping, establishing grass, installing a few minor appurtenances and repairing some minor items.

C. **Maker City**
   - Staff will be participating in the final Maker City session on May 17.

D. **General Development:**
   - Continued work on Market Profiles from WDGC.
   - Staff took Webinar through StateBook entitled “Is your community ready to leverage the growth in Manufacturing?!”

Sincerely,

H. Kier Dirlam
DIRECTOR - OFFICE OF PLANNING
May 2018 Report

Long Term Projects

Crossroads project
- Continue to work with ESD on incentives.
- Continuing to talk with developers.
- Construction start in August 2018 depends on ESD incentives.

Waterline
- Finalizing easements.
- Continue to work with Engineer for 2018 construction.
- Friendship continues to work cooperatively on project.

GE Lufkin facility
- ACIDA Pilot with PM Research in final stage of signing.
- ESD has incentives available to expedite growth.

Park and Ride
- Parking lot in use and final cleanup will take place in the spring.

Bioenergy Development and Commercialization Center (BDCC)
- BDCC now has state and federal funding for $12.4 million required for the project.
- Finalizing MOU on the last $6.6 million needed for the project.
- Economic Development Authority (EDA) $1.5 million grant approved.
- Highlander initial engineering study completed.
- Met with VP of Fiber of VP Innovation of SIEMENS at the Hannover Messe

ANGEL fund
- ARC approved funding for startup cost consulting for Angel fund in the STW area.
- First full meeting on March 22, 2018.
- Continue to have weekly meetings on process.

SIEMENS – Dresser Rand
- Continue to talk to ESD, state, and federal legislators on project.
- Continue to talk to SIEMENS and Curtis Wright on future prospects.
Travel
- Attended Hannover Messe in Germany week of April 22 (Siemens and Select USA).
- Traveled to Cleveland for Ceramics Conference May 2 and 3 2018
- Plan to attend Select USA in June 2018 conference in Washington DC to attract foreign investments.

Meetings
- Next Allegany County Economic Steering Committee May 15.
- Invest Buffalo Niagara visited on April 19 to develop stories for Economic Development week.

Advertising
Three Expansion Solutions Magazine ads
- Ad in April Issue was placed.
- Focusing on manufacturing, distribution, and advanced manufacturing.
- Results in leads when they attend trade shows.

Digital Advertising
- Reviewing for future plans for digital marketing.

Marketing
- Next article on economic development will be updates on BDCC for weekend newspaper.
- Site Selectors finished Labor Shed Demographics Review for the County intended for marketing.
- We respond to notices from Invest Buffalo Niagara when they are looking for property and leads for companies that want to reside in Western NY.
- Continuing to develop the list of potential buildings and land for development in the county.
- Continue work on a downtown Revitalization Initiative grant for Alfred.
- Continued work with Seneca Nation on filling the Tracewell facility near Cuba.
- Subgroup of the Allegany County Economic Development Committee to develop a program to engage students and alumni at the three colleges regarding employment and economic development in Allegany County.

Maker City
- Project funded by the Allegany County Economic Steering Committee.
- Innovation based economic development to renew and reinvent local economies.
- Meeting to take place May 16-18, 2018.
- Action plan will be developed working with community partners.
2018 Goals

- Monthly positive press and stories for Allegany County and from Allegany County.
- Tracewell building – fill with a working company.
- BDCC - continue engineering, planning and start rehabilitation building.
- Develop adequate last mile providers for internet access.
- Current business – monthly positive stories and support expansion/retention.
- Travel – continue state, national and international connections.
- Meetings – Invest Buffalo Niagara to visit Allegany County.
- Meetings - regular input from Allegany County Young professionals.
- Marketing – continue to improve economic development section on website and social media.
- Marketing – fully develop plan to keep current college graduates and attract alumni to return.
- Site Selectors – labor shed demographics and implement their proposed plan to attract companies.

Needs

- Develop resources for additional incentives.
- Develop project ready sites as per site selector’s suggestions.
- Review and improve ease of fast tracking permits on sites.
- Investigate development of spec building.
Long Term Projects

1. The Watchful wildlife program continues to move forward, now working with ARCHER for the Watchful wildlife program as they develop the first phase.
   - Moving forward we will create the rough draft of the core content. As we create the content we will work to outline areas where there is potential for integration of social platforms, testimonials, and the adventure packages.

2. Tourism packages; Tourism committee package planning meeting 5/10/18. Deb Root leading the work meeting

Marketing/Projects

1. Regional welcome Grand Island center project. Our five counties (Erie, Niagara, Allegany, Cattaraugus, and Chautauqua) have been discussing plans to create a WNY Region marketing piece for use at the WNY Welcome Center which will open in August of this year. We recently learned that only official NY State marketing resources (ie. ILNY Travel Guide) as well as one (1) regional marketing piece will be distributed at the Welcome Center. This is apparently the case at all of the Welcome Centers being opening or reassigned throughout the state.
   At this point, we are planning to create a 16-page/panel brochure with a finished size of 4” x 9”. We will print at least 10,000 copies of the piece for 2018. The piece would contain some general information about the 5-county region as well as information about experiences available in each of the five participating counties.
   Our next step is to work with a designer to create a concept or two and then begin to populate the brochure with descriptive copy and images. (On going)

2. Digital web and content meetings
   a. Developing a plan with EquaTEK for content/digital and website transfer.
   b. Meeting held April 19 and a summer content and digital plan was developed.

3. “Discover Allegany video” Campaign
   4 theme videos
   30 Second Video Ad “Outdoor Activities”
   30 Second Video Ad “Local Shopping”
   30 Second Video Ad “Local Restaurants”
   60 second Video Ad “Local Events”

Nick Davis is now working on the videos; this process will take most of the year to include seasonal activities and events. The first videos will be restaurants and shopping.
4. NYS Tourism Conference

Visitor engagement Academy

1. 100% Program delivered its goals
2. Consistency of training/branding messaging
3. More engaged community; better service
4. Better attitude about our area
5. Increased understanding of our area
6. Emphasis on Tourism as part of our economy
7. That we are all a team

Digital & Social Media Track:

1. "Why Aren't We #1 for...?" What Impacts Search Engine Ranking and What You Can Do To Immediately Improve Your Ranking, Traffic and Tourism Impact. Sara Mannix, Founder and CEO, Mannix Marketing, Inc.
2. Live Storytelling Through Social Media. Deborah Garry, President & CEO, BBG&G Advertising & Public Relations

DMO (Destination Marketing Organization) Track:

1. Building Your Marketing Strategy: Why Analytics are Essential. Don Jones, Senior Sales Manager, Tourism Analytics, ADARA, and Julie Gilbert, Vice President of Marketing & Brand Management, Destination Niagara USA.

Marketing & PR Track:

1. Harness the Power of the Media, with I LOVE NEW YORK and its PR firm, Finn Partners.

Adventure Travel: Trends, Initiatives, Adventure NY. Russell Walters, Strategic Director North America, Adventure Travel Trade Association, and Laura DiBetta, Director of Outdoor Recreation, NYS DEC.

1. Adventure travel is an evolving cornerstone of NYS tourism. The NYS DEC is implementing the Adventure NY initiative. Now is the time to discuss topics related to adventure travel and how we can improve market readiness, develop threshold experiences, distinguish between adventure travel and recreation, and create and strengthen partnerships.

The "Trip Sisters" with Colleen Kelly and Catie Keogh.
The Trip Sisters Travel experts and sisters, Colleen Kelly and Catie Keogh, uncover the best in food, culture and adventure through their new travel series, "Trip Sisters." Gathering information from their experiences working with Travel Channel as the Live Digital Contributors on Facebook (4 million followers) and Instagram (1.7 million), the “Trip Sisters" will share their tips and best practices, creating key takeaways for CVBs and attractions through the new mediums and digital platforms of Facebook Live, Insta-gram Live and Insta-stories!

Travel/Events

Future Events & Much more coming… check out the website calendar for more information www.discoveralleganycounty.com

- Allegany County Business conference (Spring of 2018)
- The Palmer Event Center & Allegany County Arts & Music Road Rally * Scavenger Hunt 5/19/2018 1:00
- Wellsville River Regatta 5/19/18
- Baseball Home Opening Day Wellsville Nitro’s vs Genesee Rapids 6/1/18
- Allegany Celtic Festival, Cuba NY 6/2/18
- Genesee river Wilds Annual River Float 6/3/18

Advertising

- Radio
- Social media for Events
- Cross the Border Website & radio advertising
- Digital marketing

Economic Development Team efforts: Support efforts/projects when/where needed.
  - Maker City Core group

Respectfully submitted

Gretchen

Gretchen Hanchett, Executive Director/ Tourism Coordinator
Greater Allegany County Chamber of Commerce & Allegany County Tourism
(W) 585-268-7443 (C) 585-610-9529 ghanchett@alleganychamber.org
www.discoveralleganycounty.com
May 2018 Report

General Information
- Front Door Traffic: 465
- Employment: 4 new full time and 4 new part-time jobs with 7 employers
- Unemployment: March rates: Allegany County 7.7%; NYS 4.8%; US 4.1%. Locally 12 new unemployment claims opened~ 4 fired, 9 layoffs from several employers
- Veterans: 2 Veterans utilized our services for assistance with job search and training
- Business Services: 21 services provided to 16 businesses (1 new business) for outreach, job listing, follow-up, job matching, referrals, youth work experience and skills testing. Administered 25 TABE(Test of Adult Basic Education) tests~ 9 DSS & 16 private industry; hosted Saputo Meet & Greet
- Meetings: Economic Development Team, Workforce Development Board, ACCORD Board of Directors, Regional Business Services Team meeting in Jamestown, Advance Manufacturing Training Providers meeting in Salamanca,

Department of Social Services Contract
- 640 services provided: Family Assistance 111; Safety Net Family 0; Safety Net 306 and SNAP 223
- Safety Net Employment Assessment Class: 15 assessed; 5 denied; 4 completed; 0 exempt and 0 re-applied
- Non-Custodial Parent Program: 32 active participants and 16 employed

WIOA (Workforce Innovation and Opportunity Act)
- Youth: 32 enrolled youth, 18 employed, 4 (1 is funded by Division for Youth) in training programs 6 in work experience and 6 being assessed for work experience.
  YTD: Training: $1,475; Supportive Services: $1,180; Work Experience: $11,498 for 10 Youth
- Training: 6 in training for Dental Assisting, Medical Office Assisting, Phlebotomy Practical Nursing; 5 training inquiries and 1 completed training and is now employed locally
- YTD: Adult (expensed/obligated): $14,984 training and $2,979 supportive services
  Dislocated Worker: $5,950 training and $1,000 supportive services
- Trade Act: 18 Outreach contacts; 2 appointments, 4 in training. YTD: $26,407 spent on training and $5,837 on relocation

Respectfully submitted,

Reita Sobeck-Lynch, MPH
Director
Request to Fill Position Form

Date: 8 May 2018

Committee of Jurisdiction: Planning & Development

Request to Fill: Title of Position: Summer Youth Employment & Training Counselor     Dept.: E&T

Will any positions be eliminated? No     If yes, which position(s): ________________________________

This position is an:

- Existing position?   Yes     Newly Created Position?   _____     Created by Resolution #:   ________

This position will be:


This position will be:

- Non Union?   yes     Union?   _____     covered by the __________________ bargaining unit.

Grade:   _____     Step:   _____     Hourly pay rate: $14.00

Annual salary of position:   $5040.00     Cost of benefits for position:   $1411.00

Does position support a mandated program/grant? No     Name of program: ________________________________

Source of funding for position:   _____% County   _____% State    100% Federal   _____% Other

Source of funding for benefits:   _____% County   _____% State    100% Federal   _____% Other

Amount in current year's budget for this position:   Yes. This was not filled in 2017 and not in 2018 budget. A staff member retired earlier this year and that position was budgeted for in 2018.

Rationale justifying the need to fill this position at this time. Please include in your rational where applicable:

1. The specific duties that cannot be accomplished by another employee.
   This position is necessary for the counseling, coordination of services, documentation and monitoring approximately 65 youth at approximately 35 work sites throughout the County.

2. The goals your organization will not be able to accomplish as a result of not filling this position.
   These duties require a great deal of time when carried out by the Senior E&T Counselor and Job Developer. The on-site oversight of the youth and the worksite and communication with the employers were not as thorough as it can be with these duties being totally assigned to this Summer Youth E&T Counselor.

3. The funding available to fill the position from external sources.
   Yes, this is 100% funded by the TANF allocation that is received for summer youth employment. If the TANF funding is not received this position will not be filled.

4. The benefit to the County generated by this specific position.
   This temporary employment of an Allegany County resident will provide hands on experience in the human service field. Regular onsite monitoring of the program ensures compliance with regulations and promotes open communication with the workers and employers.

Department Head Signature: ________________________________     Date:   __________

Approved by the Ways and Means Committee on ______________________

Pursuant to Resolution No. 146-03
Form Amended April 18, 2007
Memorandum

TO: Planning & Economic Development Committee

FROM: Brenda Rigby Riehle, Clerk of the Board

DATE: May 16, 2018

RE: APPOINTMENT TO THE ALLEGANY COUNTY LAND BANK CORPORATION BOARD OF DIRECTORS

The Chairman of the Board plans to appoint James Knapp as a member of the Allegany County Land Bank Corporation Board of Directors for the remainder of Jennifer Joyce’s two year term commencing June 11, 2018, and expiring September 30, 2019, subject to confirmation by the Board of Legislators:

If the Committee approves of these appointments, please have a motion to that effect included in your minutes, along with a request to the County Attorney to prepare a resolution.

In addition, the Chairman should sign the attached pink appointment form, where indicated, and return them to me.

Thank you.
Memorandum

TO: All Legislators
(Forwarded to the Following Committees: Planning & Economic Development, Public Safety, and Public Works Committees)

CC: County Administrator Tim Boyde, Acting County Attorney Carissa Knapp, Public Works Superintendent Guy James, Clerk of the Board Brenda Rigby Riehle, Emergency Management and Fire Director Jeff Luckey, and Soil & Water Conservation District Executive Director Scott Torrey

FROM: William G. Dibble, District III Legislator

DATE: May 4, 2018

RE: IMPOUNDMENTS

Attached please find my October 1, 2003, letter to John Tucker. You will find a County map (page 3) showing the proposed impoundment locations. Another impoundment that should be added is Lake Inavale or Lake Utopia (I suggest that we hold a public vote to select the lake name.) on County Road 8, which is about 1,840 feet above sea level. This lake would provide much needed flood protection for the Hamlet of Nile, former Village of Friendship, Friendship Dairies, and the Friendship Sewer System. The April 16, 1970, study should be revisited, for example: #45 probably cannot have enough water to support an impoundment this big.

To protect valuable farmlands and the Genesee River Valley in Allegany County, there are some 94 impoundments that should be constructed. Perhaps ARC (Appalachian Regional Commission) or other special Federal funding should be applied for? In addition, we need to address the orientation of the Genesee River to pre-Agnes condition.

Thank you.

WGD/brr

Attachments