PLANNING & ECONOMIC DEVELOPMENT COMMITTEE
AGENDA
September 19, 2018

1. Approval of Minutes
   - August 15, 2018

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

3. H. Kier Dirlam, Planning Director
   - Monthly Report
   - Request to approve Allegany County Planning Board By-Laws

4. Gretchen Hanchett, GACCC Executive Director
   - Monthly Report
   - Request to apply for State funding

5. Reita Sobeck-Lynch, Employment & Training Director
   - Monthly Report
   - Request to transfer funds

6. Old Business

7. New Business

8. Questions from the Media

9. Good of the Order

10. Adjournment
September 2018 Report

Long Term Projects

Crossroads project
- Developing ways to begin infrastructure on site and start in Fall 2018.
- Developers confirmed as infrastructure is developed.
- Working with WNYREDC on Consolidated Funding application.

Waterline
- Waterline moved to assure easements are acceptable to landowners.
- Municipal Solution presentation took place August 13th.
- Bidding ready to take place for project.
- Friendship continues to work cooperatively on project.

GE Lufkin facility
- PM Research continues to expand their operations.

Bioenergy Development and Commercialization Center (BDCC)
- BDCC has state and federal funding for $12.4 million required for the project.
- Additional partners for the project in development - Talking to SUNY College of Environmental Science and Forestry and Sunstrand Sustainable materials in Louisville, Kentucky.
- Finalizing MOU on the last $6.6 million needed for the project.

ANGEL fund
- Continue to have regular meetings on progress.
- Looking for investors to fund up to $1 million.
- Shares of the fund available in the fall.

SIEMENS – Dresser Rand
- Continue to talk to ESD, local, state, and federal legislators on project.
- Continue to talk to SIEMENS and Curtis Wright on future prospects.

Clean Energy
- EDF Renewables looking for a large scale PV system in Burns but with permitting would not start until 2022.
- Alle-Catt wind project of 380 megawatts with 120 turbines that includes towns of Centerville and Rushford is progressing and now anticipate a 2020 start at this time.
Travel
- Attended Site Selectors Fall Forum in Greenville, SC on September 10-12 to network regarding Allegany County.

Meetings
- Attended the Invest Buffalo Niagara Board meeting September 14 in Buffalo.

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

Digital Advertising
- Reviewing plans for digital marketing.

Marketing
- Continue to improve website and documents to assist companies to locate in the county.
- Site Selectors working on next phase to attract companies to the county.
- 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.
- The Downtown Revitalization Initiative grant for Alfred submitted.
- Continuing to work with the Seneca Nation and Site Selectors on filling the Tracewell facility near Cuba.
- Maker City recommended 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.
- Young Professionals group to restart on September 20 as part of the Maker City report and be part of the Allegany County Economic Development Committee.

Maker City
- Project funded by the Allegany County Economic Steering Committee.
- Innovation based economic development to renew and reinvent local economies.
- Meeting took place May 16-18, 2018.
- Report was reviewed, to include additional work on Branding, Young Professionals, Improving Communities, and Developing Entrepreneurship culture working with the community.
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.
Office of Planning Projects:

A. General Planning:
- There is a County Planning Board meeting scheduled for tonight September 19, 2018.
- Prepped in regards to the Town of Rushford local wind law referral.
- The Town and Village of Almond boards held their public Hearing on September 11, 2018 and approved the Comprehensive Plan. This is the first update since 1970 to their plan. Planning Staff assisted extensively in the development of the plan.
- Continued background research on the development of lakes and impoundments. Preliminary Report expected later in the fall.
- Open Space Inventory work continues with only three Towns still need analysis.
- Worked on updates to the Comprehensive Plan for the county including economic development chapter and the county projects list as well as preparing information on invasive species section.
- Considering steps to implement projects for Electric Charging stations in the county for electric cars and assisting Towns/Villages with LED street light conversion. Both currently have grant funds available.

B. Shared-Services:
- Held a conference call with CGR regarding the progress we are making on the plan Approvals.
- The draft plan was posted to the County website and we notified Towns and Villages of the availability of the draft.
- The Public Hearings were held August 13 10AM and 3PM at the legislative chambers.
- It appears that a majority of the municipalities are in favor of the plan as of this writing.

C. GIS [Geographic Information System]:
- Have responded to requests for various maps during the month.
- Have been working with EagleView to make Pictometry available to County Departments and the Towns/Villages staff, Fire, Police, etc. Currently the Planning Department is funding this program through next August 2019, on behalf of all Towns, Villages and the County Departments. If any County departments or Villages/Towns needs a login please contact Kier Dirlam:
dirlamhk@alleganyco.com

D. Administrative
- Reviewed audits for Planning, Development and Tourism as well as Payroll.
- Trained new staff and held numerous startup meetings.

E. Meetings
- Attended meeting at the Allentown Fire Hall related to Shared Services Plan concerns from Town of Alma; Attended public hearings #2 and #3 at the Courthouse for Shared Services Plan
- Staff attended the Southern Tier West Transportation and watershed meetings.
- Staff is working on learning a new economic impact modeling software through a Webinar series from REMI 2.2
- Participated in Website Update Conference Calls and the ADA compliance conference calls.
- Participated in Conference Calls with RG&E Economic Development & National Grid Economic Development regarding Site Selector Priority Sites
- Staff prepared for and attended meetings for Comprehensive Plan Implementation Group; the Comprehensive Plan Review Committee, County Planning Board, Birdsall Fire Department, Town of Angelica Board meeting, Town and Village of Almond meetings.
• Attended meetings including: Board of Legislators, Budget Hearing, Committee of the Whole, IDA, Planning and Development Committee, Land Bank, GRW, STW, County Administrator, County Department Heads.
• Held Development Team meetings and Participated in Young Professionals Group Conference Calls

**Development Projects:**

**A. County Website:**
- Added events to the website for August/September
- Mason Digital and Equatek are moving forward with the Tourism website transition process.
- Participated in conference calls to discuss the County website and the Tourism migration.

**B. Business Development**

- **Sites:** Responded to Invest Buffalo Niagara Real Estate Requests. Updated commercial properties list on website. Building layout/measurements for a facility for a particular investor were collected and provided. Interacted with electric companies (Wellsville Municipal Electric & National Grid) to determine electric power capacity and location at top four sites
- **Marketing & PR:** Crafting formalized Integrated Marketing Communications (IMC) Plan; Launched, posted on Allegany County Economic Development Facebook Page and created/scheduled future Facebook posts; Wrote Crossroads Development project press release; Wrote World Entrepreneurs’ Day/ACCORD Entrepreneur Training Course Press Release.
- **Business Support Services:** Created “Starting a Business? Start Here” infographic outlining process of starting a business for World Entrepreneurs’ Day content; Created New DBA Postcard for monthly outreach mailing to business startups; Compiled list of manufacturing companies in Allegany County to invite to incentive training in October; Formatted the Business Resource Guide using the InDesign program, wrote Copy, made available as downloadable on website; allows us to capture site visitors information.
- **General Business:** Updated the BUILD Western New York Buffalo Business First List (formerly CORE Strength); Organized Allegany County Young Professional’s “Mentor Mixer” event for September 20th 6PM at the Wellsville Country Club; Crafted & emailed Allegany County Young Professionals Event Invitation, facilitated in creation of the event on Facebook, shared event on Allegany County Economic Development Facebook Page; Added to and refined Allegany County Major Employers/Significant Businesses List.

Sincerely,

H. Kier Dirlam
DIRECTOR - OFFICE OF PLANNING
MEMORANDUM OF EXPLANATION

INTRODUCTION NO: ______________ (Clerk’s use only)

Committee of Jurisdiction: Planning & Economic Development Date: 9/19/18

A RESOLUTION IS REQUESTED TO APPROVE THE REVISED/UPDATED ALLEGANY COUNTY PLANNING BOARD BY-LAWS AS PRESENTED.

BE RESOLVED:

1. To approve the revised/updated Allegany County Planning Board By-Laws, effective September 19, 2018.

FISCAL IMPACT: None.

For further information regarding this matter, contact:

H. Kier Dirlam, Director of Planning 585-268-7442
BY-LAWS OF THE ALLEGANY COUNTY PLANNING BOARD

ARTICLE I – MEETINGS

Section 1. Annual Meeting:

The annual meeting of the Allegany County Planning Board shall be held in the month of January of each year. At such meeting, officers for the ensuing year shall be elected and action shall be taken on all other matters brought before the Board.

Section 2. Regular Meetings:

Regular meetings of the Board shall be held each month at such time and place as shall be designated by a majority of the Board. Such meetings shall consider all matters properly brought before the Board. The Board shall enact such policies as shall be deemed necessary for the carrying out of the duties of the Board. Written notice [via e-mail or regular mail] of regular meetings shall be given to all members at least seven (7) days prior to such meetings. A Draft meeting agendas will be posted on the www.alleganyco.com website one week prior to the planned meeting.

Section 3. Special or Emergency Meetings:

Special or emergency meetings of the Board shall be held at a time and place designated by the officer calling the special meeting pursuant to these By-laws. Verbal or written notice of a special or emergency meeting shall be given to all Board members not less than twenty-four (24) hours in advance thereof.

Section 4. Quorum:

A quorum necessary for the transaction of business of the Planning Board shall consist of a majority of the total authorized membership of the Board. No action shall be taken in the absence of a quorum, except that those members present shall be entitled to call a special or emergency meeting at a subsequent date.

Section 5. Voting:

At all meetings of the Board, each member properly appointed and attending shall be entitled to cast one vote. Voting shall be by voice vote. Voting by proxy shall not be permitted. In the event that any member present shall have a personal interest or conflict of interest of any kind in a matter brought before the Board, he or she shall be disqualified from voting upon the matter. The Secretary shall so record in the minutes that no vote was cast by such member and the reason for the disqualification. Except as otherwise required by law, a majority vote of the members present shall be necessary for the adoption of any proposed action,
resolution or other voting matter. In addition, every motion or resolution of the Board pertaining to New York State General Municipal Law Sections 239-D, 239-E, 239-F, 239-M or 239-N shall require for its adoption the affirmative vote of a majority of all the members of the Board.

Section 6. Proceedings:

A.) At any regular meeting of the Board, the following shall be the regular order of business:

   I. Call Meeting to Order - Roll call
   II. Minutes Review and Approval
   III. New Business
   IV. Old Business
   V. Correspondence
   VI. Reports
   VII. Good of the Order of the Board
   VIII. Adjournment

   or as otherwise determined from time to time by the Board.

B.) Each formal action of the Board shall be embodied in a resolution duly entered in full upon the Minutes Book of the Board after a vote as provided in Section 5 hereof. Each resolution so adopted shall be considered to authorize, if necessary, the use and imprint of the official seal and signature of this Board, as hereinafter defined, on a copy of the resolution and such official seal and signature shall not otherwise be used unless authorized by the Board.

C.) Minutes from the Board will be filed in the Planning Department Files and will be submitted to the County Administrator’s Office for their records. A copy will be posted onto the www.alleganyco.com website for the public’s review after approval by the Board.

Section 7. Rules of Procedure:

All meetings of the Board shall be conducted in accordance with Robert’s Rules of Order.
ARTICLE II – MEMBERSHIP

Section 1. Nomination and Appointment:

Minimum required qualifications for office are to be at least 18 years old, United States citizens, and residents of Allegany County. Members of the Planning Board shall be nominated by the Chairman of the Board of Legislators and appointed by resolution of the Board of Legislators.

There shall be two (2) regular members from each legislative district within Allegany County and one (1) regular member from the County at large. If no candidate from a legislative district can be found, the seat from that district will be filled by an “at-large” candidate selected by the Chairman of the Allegany County Board of Legislators and approved by resolution of the Board of Legislators. If it is necessary to appoint additional at-large members of this Board due to the inability to find a candidate from the appropriate legislative district, the next succeeding vacancy on the Board shall be filled with a candidate residing in the legislative district in which the original vacancy occurred, in order to maintain, if possible, equal representation of all legislative districts.

No member of the Allegany County Board of Legislators shall be appointed as a regular member of the Allegany County Planning Board.

Ex-officio members of the Allegany County Planning Board shall be:

- The Chairperson of the Planning and Economic Development Committee of the Allegany County Board of Legislators or the Chairperson of any committee of such Board succeeding to the authority and jurisdiction of the Planning and Economic Development Committee,
- One additional member of the Board of Legislators, designated by the Chairman of the Board of Legislators may be appointed.
- The Superintendent of Public Works
- The County Treasurer.

Section 2. Term:

The members of the Allegany County Planning Board shall serve a term of three (3) years, except as provided by law. All seats should be filled as soon as practical upon the occurrence of a vacancy. A vacancy on the Board shall be filled in the same manner as the original appointment for the balance of the un-expired term of the seat in which the vacancy occurs. Any member absent from three (3)
consecutive meetings without just cause may be recommended for removal by a majority vote of this Planning Board.

Section 3. Vacancies:

Should any vacancy occur among the members of this Board by reason of death, resignation, disability or otherwise, immediate notice thereof shall be given to the Clerk of the Board of Legislators by the Secretary. Should such vacancy occur among the officers of this Board, the vacancy shall be filled by election at the next regular meeting of this Board. The officer so elected will serve the unexpired term of the office in which such vacancy shall occur.

Section 4. Training:

A.) Minimum and Maximum Training Requirements:
New York State Law now requires that County Planning Board members receive a minimum of four hours of training per year. Training received in excess of four hours in any one year may be carried over into succeeding years. Each member should submit records of what training they have received to the Chair of the Planning Board or the designate. A copy of this will be kept in the regular files of the County Planning Board.

B.) Type of Training and Format:
The Planning Board will determine what courses, training providers, and training formats are acceptable. Acceptable training can vary for individual board members. Typical acceptable training includes training from trusted providers, such as a municipal attorney; a regional planning Board; the county planning office or NY Planning Federation; a state agency including but not limited to NYSDEC, NYSDOS or NYSOPRHP; a state association like the Association of Towns, Conference of Mayors, NYSAC Association of Counties, or New York Planning Federation; and a college or other appropriate entities and agencies that work on issues relevant to the County Planning Board. Traditional classroom-style training is just one method of training available. Training could also include distance learning, videos, on-site demonstrations, or even self study. Specific Topics are not required but basic training in Zoning, Comprehensive Planning, SEQR/Environmental reviews should be updated on a regular basis.

C.) Waivers of the Training:
A waiver may be appropriate in the case of a member who has extensive experience or professional qualifications. Another member may have a medical emergency that prevents them from attending a training session for which they were preregistered.
D.) Failure to meet minimum training requirements:
New York State law indicates that the board member would not be eligible for reappointment to the board. An accounting shall be done in November of the training status of the members of the Allegany County Planning Board and submitted for review at the regular November meeting. Removal of a member from office shall be preceded by a written notification of noncompliance with an allowance of 30 days to reconcile the deficiency. New York State law states that no decision of a planning board shall be voided or declared invalid because of a failure to comply with training or attendance requirements.
ARTICLE III – OFFICERS

Section 1. Officers:

The officers of the Board shall consist of a Chair, Vice-Chair, and Secretary, each of whom shall be elected at the annual meeting and shall serve a term of one year.

Section 2. Duties of Officers:

The duties and powers of the officers of the Board shall be as follows:

A.) Chair:

1. To preside at all meetings of the Board.
2. To call special or emergency meetings of the Board in accordance with these By-laws.
3. To sign, together with the Secretary, all official documents of this Board in accordance with the requirements of these By-laws.
4. To see that all reports, documents and actions of the Board are properly made, executed, filed or taken as the case may be, in accordance with law and the actions of this Board.
5. To have the power to appoint committees and committee chair.

B.) Vice-Chair:

1. During the absence, disability, or disqualification of the Chair, the Vice-Chair shall exercise or perform all the duties and assume all responsibilities of the Chair.

C.) Secretary:

1. To record all actions of the Board in a written typed format.
2. Keep the minutes of all meetings of the Board in an appropriate manner.
3. To give or serve all notices required by law or by these By-laws.
4. To attend to all official correspondence of this Board.
5. To lay before the Board at its meetings all official correspondence received by the Secretary relating to the business of the Board.
6. Upon an authorized action of the Board, to affix, if required, on any official documents evidencing action of this Board, the official seal and signature of the Board.
ARTICLE IV – OFFICIAL SIGNATURE

Section 1. Official Signatures:

The official signature of this Board shall be endorsed upon all papers and documents requiring the same by reason of the requirements of law or the rules and regulations of this Board. Such signature shall be endorsed upon such papers as authorized by these By-laws or pursuant to resolution of this Board. The official signature shall be personally signed either by the Chairman or by the Secretary. The form of the official signature shall be as follows:

ALLEGANY COUNTY PLANNING BOARD

By ________________________________  Dated _____________________
Name:  
(Chairman) (Secretary) Allegany County Planning Board

The Allegany County Planning Board may authorize the County Director of Planning to sign any papers or letters on behalf of the Board as needed. The resolution was passed authorizing this at the June 20, 2018 meeting of the Allegany County Planning Board.
ARTICLE V – AMENDMENTS

Section 1. Amendments to By-laws:

These By-laws may be amended at any regular meeting or at a special meeting called for that purpose. Notice of such a meeting shall be in writing, shall contain a precise description of the proposed change in the By-laws, and shall be given to each member at least five (5) days prior to the date of such meeting. No changes in or amendments to these By-laws shall be effective until approved by the Allegany County Board of Legislators.

This version was last revised on July 18, 2018
Planning & Development Committee Tourism Report; 
Gretchen Hanchett

9/18 
Long Term Projects

1. Tourism packages; Tourism committee package planning meeting 5/10/18. Deb Root leading the work meeting. We came up with several packages that will be developed over the winter. (Ongoing)

2. Erie Cannel Boat Company, Excursion Pods (ExPods) Ongoing
Peter J Abele, owner of the Erie Canal Boat Company. He is very interested in investing his company’s ExPods in Allegany County. He is hoping to roll out three ExPods in Allegany County in 2019. Next steps will be working with Genesee River Wilds and the Planning department.

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. 8/18 Now adding the Finger Lakes region, as directed by the state. DONE
2. We will be working with Josiah Brown, New Yorks Travel Expert, branding consultant, and public speaker. He will review our marketing plan, destinations and recommend next steps for a customized plan of action for tourism in Allegany County.

Josiah Brown has logged over 600,000 miles throughout New York State for the last 10 years.

→ New York Tourism Leader
The brain and the passion behind New York's Best Experiences®, The Sherpa lives for recommending the best kept secrets New York has to offer.

He is the president/CEO of New York Welcomes You™ and creator of the New York’s Best Experiences Travel Guide, which gets to the heart of the first-time traveler. New York is such an amazing state, and the Sherpa, with his guide and his travel shows and own personal experience, knows how to give personal recommendations to ensure a vacay success. He is also on the board of the New York State Tourism Industry Association.

→ Branding Consultant
Another passion of the Josiah is branding. Branding isn’t simply just font choices and colors and marketing, it is so much deeper. It is an emotional reaction in the heart of the consumer. Everything you do and are shapes that reaction.

→ Public Speaker
Josiah Brown has traveled all around the country speaking and teaching on what he’s passionate about. I mean, second to food of course. Tourism, content marketing, consumerism, branding, and life. His personal motto is “Inspiring People Forward.”

3. Now Working with Mason Digital with content for the Tourism website to County Website
4. Working on the 2019 I Love NY matching funds grant
5. Created a “Why Tourism Matters” brochure
6. “Discover Allegany video” Campaign

4 theme videos
1. 30 Second Video Ad “Outdoor Activities” completed
https://youtu.be/1n7dgRAZr_0
2. **30 Second Video Ad “Local Shopping” New**
   https://www.youtube.com/watch?v=HrHAyh8JT0c&feature=youtu.be
30 Second Video Ad “Local Restaurants
60 second Video Ad “Local Events”
60 Walking the “Wag Trail”

3. **Visitor engagement Academy.** We are now looking into this program to see if this is a good fit. This is a needed program that has been talked about for many years. Visitor’s Engagement Academy will be giving a presentation to CPIG June 14th at 2:00pm at the Crossroads conference center.

**Update: CPIG meeting 9/13/18**

The Wellsville Chamber, Cuba Chamber, Alfred Area Business Ass., and ACCORD will join in sponsoring and promoting this training to their businesses. We have received many support letters (Jones Memorial Hospital, Wellsville village, Houghton Collage, Genesee Valley Media, Pekarek Law Group, Literacy West NY, Taxes ETC., Alco, Michael Cook State farm, Walker Services, Economic Development, ARVOS, and Directions in Independent learning. With a potential of over 600 going through the course the first year as projected by the supporting groups.

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**Travel/Events**

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

- Erie Fair 8-14 through 8-17
- NYS Fair 8-22 through 8-25
- August 11 MusicFest, Wellsville, NY Info: 585-593-5080
- August 23 Cruise Night, Main Street, Angelica NY Info: www.visitangelica.com
- August Wellsville Arts Assn. Featured Artist Show, David A. Howe Library, Wellsville NY
- August 24-26 Western New York Bowhunting Festival, Swain Resort and Ski Center, Swain NY
- August 31-Sept. 2 Farm Fest, Tall Pines ATV Park, Andover, NY www.tallpinesatvpark.com
- Grand Opening of our Regional Welcome Center August 31. Grand Island
- September 8 Swain Swamp Stomp & Obstacle Course, https://www.swain.com/swain-swamp-stomp/
- September Rushford Labor Day Celebration, Rushford NY
- September 17th Annual Chris Eldridge Fireman’s and Emergency Expo, Riverwalk Plaza, Wellsville, NY

- September 15-16 Cuba Garlic Festival, Cuba NY Info: www.cubagarlicfestival.com
- September Canaseraga Harvest Festival, Village Park, Canaseraga NY
- September 21-23 Civil War Weekend, Angelica, NY
- September 24-30 Allegany County History Awareness Week
- September Kent Farms Pumpkin Patch, Kent Farms, Andover NY
- September 29 Farmers Market Fall Festival, Park Circle, Angelica, NY Info: 585-466-7460
- October "The Brick" Haunted House, Andover NY Info: 607-661-6784
- October Cheese Fest, Friendship NY
- October 14 Allegany Artisans 31st Studio Tour, throughout Allegany County NY
- October 14 Ridgwalk and Run, Wellsville NY
- October Swain Beer Festival, Swain Ski Resort www.swain.com
- October 25 Halloween Family Night, Riverwalk Plaza, Wellsville NY
Advertising

- Fall Explore New York, back cover
- Alfred Area Business Guide, inside rear cover
- Jazz Magazine, September, half page
- Fall I86 Guide, half page
- Cuba Garlic festival program
- Website promotion of local events
- WJQZ Tourism Spots
- CANADIAN OUTREACH
- **Break The Ice & Cross Border Showcase**
  Canadian market.
- Digital marketing on Website

**Economic Development Team efforts:** Support efforts/projects when/where needed.
- Maker City Core group
- Young Professional 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
MEMORANDUM OF EXPLANATION

INTRODUCTION NO: ____________________________
(Clerk’s use only)

Committee of Jurisdiction: Planning & Economic Development Date: 9/19/18

A RESOLUTION IS REQUESTED AUTHORIZING THE PLANNING AND ECONOMIC DEVELOPMENT COMMITTEE OF THE ALLEGANY COUNTY BOARD OF LEGISLATORS TO ACT AS TOURIST PROMOTION AGENCY AND TO APPLY FOR STATE FUNDS UP TO $245,400 FOR TOURISM PROMOTION PURPOSES. REQUESTED RESOLUTION SHOULD ALSO INCLUDE:

BE RESOLVED:

1. That the Planning and Economic Development Committee of the County Board of Legislators is authorized to act as a tourist promotion agency and to apply for state funds up to $245,400 for tourism promotion purposes.

2. That if the application for such funding is approved, such Committee, or its designee, shall submit the grant agreement to this Board for approval and appropriation of such funds prior to commencing any work pursuant to the terms of the grant agreement or expending any of such funds.

3. That the Clerk of this Board is directed to send a certified copy of this resolution to the New York State Commissioner of Economic Development.

FISCAL IMPACT: Allegany County matches the state funds approved for grant year.

For further information regarding this matter, contact:

Gretchen Hanchett, Executive Director GACCC 585-268-5500
Kier Dirlam, Director of Planning 585-268-7442
By signing below, Allegany County Tourism certifies that, per Article 5-A of the New York State Tourist Promotion Act, we are applying for our statutorily eligible Matching Funds amount of $245,400.

We understand that based on the current Matching Funds formula, also based on Article 5-A and the 2019 Draft Award Computation Letter, we will be awarded approximately $71,416.

We also confirm that at the time of vouchering/disbursement of funds, we will need to show the match for the awarded amount in a dedicated Matching Funds Bank account or an additional letter showing the exact match commitment from the County, with the understanding that we will only be responsible for matching the amount of funds vouchered for the project.

_________________________________________
Authorized Signatory for County/Organization

_________________________________________
Printed Name

_________________________________________
Date

_________________________________________
Notary Public

*If this commitment is made through county/local legislation or another official document, please attach corresponding document to this template
September 2018 Report

General Information
- Front Door Traffic: 465
- Employment: 4 new full time and 7 new part-time jobs with 11 employers
- Unemployment: July rates: Allegany County 5.6%; NYS 4.2%; US 4.1%. Locally 6 new unemployment claims opened~ 3 fired, 3 layoffs from several employers
- Veterans: 6 Veterans utilized our services for unemployment information, job search, Veteran’s Representative, registration, resumes, computer, training opportunities and EAC
- Business Services: 36 services provided to 31 businesses (7 new business contacts) for outreach, job listing, follow-up, job matching, referrals, youth work experience & Summer Youth Employment Program and skills testing. Administered 46 TABE(Test of Adult Basic Education) tests~ 12 DSS, 29 private industry, 5 Training Job Fairs: David A. Howe Library on 8/11 with 15 business and service providers and 50 job seekers; Dresser-Rand with 21 business and service providers and 47 Dresser-Rand employees.
- Summer Youth Employment Program (SYEP): 58 Youth employed at 35 worksites
- Meetings: WDB Operations/Oversight Committee

Department of Social Services Contract
- 501 services provided: Family Assistance 108; Safety Net Family 3; Safety Net 167 and SNAP 223
- Safety Net/Family Assistance Employment Assessment Class (EAC): 12 assessed; 8 completed; 6 denied; 2 exempt and 1 re-applied
- Non-Custodial Parent Program: 31 active participants and 16 employed

WIOA (Workforce Innovation and Opportunity Act) Program Year 7.1.2018-6.30.2019
- Youth: 31 enrolled youth, 17 in unsubsidized employment and 1 in a training program
- Training: 3 in training for Dental Assisting; 1 completed Certified Nursing Assistant Training and received a $1.00 per hour raise from the Home Care provider
- Trade Act: 49 Outreach contacts; 6 appointments, 1 in training~ electrical engineering at ASC and 1 employment as a Professional Engineer~ $50.00 per hour

Respectfully submitted,
Reita Sobeck-Lynch, MPH, Director
MEMORANDUM OF EXPLANATION

COMMITTEE: Planning and Economic Development

DATE: 9/19/2018

The Employment & Training Center is requesting that the Board of Legislators approve a resolution for the transfer of funds within the following appropriation accounts. The reason for this MOE is the TANF grant for 2018 ended on 9/30/18; therefore, we need to make all negative line items within the TANF grant positive.

Appropriations:

<table>
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<tr>
<th>From Account No.</th>
<th>To Account No.</th>
<th>Amount</th>
</tr>
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<tbody>
<tr>
<td>CD16794.413 TANF Personal Property</td>
<td>CD16794.101 TANF Staff Regular Pay</td>
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<td>CD16794.802 TANF Retirement</td>
<td>CD16794.101 TANF Staff Regular Pay</td>
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<td>CD16794.803 TANF FICA</td>
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<td>CD16794.805 TANF Disability</td>
<td>CD16794.101 TANF Staff Regular Pay</td>
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<td>CD16794.806 TANF Hosp/Med Ins</td>
<td>CD16794.101 TANF Staff Regular Pay</td>
<td>$1,966</td>
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<td>CD16795.802 TANF Part. Retirement</td>
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<td>$917</td>
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<td>CD16795.804 TANF Part. Workers Comp</td>
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<td>CD16795.804 TANF Part. Workers Comp</td>
<td>CD16795.101 TANF Part. Regular Pay</td>
<td>$773</td>
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<td>TOTAL:</td>
<td>$4,289</td>
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</tbody>
</table>

FISCAL IMPACT: NONE

For further information regarding this matter, contact:

Brian Thierman and Reita Sobeck-Lynch  E & T Center
Name and Department

585-268-9242
Telephone Number

5/94