

ECONOMIC DEVELOPMENT & PLANNING TOURISM/AGRICULTURE LEGISLATIVE COMMITTEE MEETING March 7, 2023

ATTENDEES:

Legislators: Barb Roberts, Dale Weston, Dennis Mullen, Keith Flesher, Marte Sauerbrey

Staff: LeeAnn Tinney, Linda Sampson, Brittany Woodburn, Cathy Haskell, Peter DeWind

Guests: Jared Gulliford, CCE, and Jake Brown, Legislator, in place of T Hanson, CCE Executive Director, who was not in attendance.

Committee Chair, Legislator Barb Roberts, called the meeting to order at 1:00 P.M.

ECONOMIC DEVELOPMENT & PLANNING (ED&P): LeeAnn Tinney. Ms. Tinney reported the following; agenda and attachments previously emailed.

I. MINUTES

A. Approval of minutes of February 7, 2023

Legislator Roberts asked for approval of the minutes from the February 7, 2023 committee meeting. Legislator Weston made a motion to accept the February 7, 2023 minutes, seconded by Legislator Flesher. All were in favor.

II. FINANCIAL

The 2023 Year-to-Date Budget Reports were in the committee packets. Ms. Tinney reported the following:

A. Economic Development

- Year-to-Date Budget is tracking.

B. Planning

- Year-to-Date Budget is tracking.

C. Sustainability Management

- Year-to-Date Budget is tracking.

III. OLD BUSINESS

A. Reports

1. Cornell Cooperative Extension (CCE): T Hanson – Monthly report previously emailed. Ms. Hanson was not in attendance, however Jared Gulliford, CCE Manager, and Legislator Jake Brown were in attendance on Ms. Hanson's behalf. Mr. Gulliford

reported on the launch of the Beginning Farmer Incubator Program for the 2023 season; six farmers have been accepted to the program.

Legislator Brown reported on 4-H Youth Development.

2. Tioga County Soil & Water Conservation District: Wendy Walsh – Monthly report previously emailed.
3. Tioga County Tourism: Becca Maffei – Monthly report previously emailed.
4. Economic Development: Brittany Woodburn - In keeping with staff reporting, Ms. Tinney introduced Ms. Woodburn, ED&P Deputy Director, and Land Bank Director. Ms. Woodburn highlighted the following projects she is working on:
 - Village of Owego Downtown Revitalization Initiative (DRI) – Oversees 10 existing DRI projects
 - A couple of projects are complete, three are close to completion. Estimated completion date for all projects is August 2023; the target date established by the state.
 - There is a “Call for Projects” open now to reallocate \$650,000.00 of DRI funds. These applications are due by Friday. The hope is to award 4 or 5 new projects.
 - Assisted the Village of Owego on a few projects going to bid soon; construction to start late spring, early summer.
 - New York Main Street, North Avenue Program – Began in 2019; almost complete.
 - Waiting on one lead paint clearance test. Final disbursement two to four weeks after the test.
 - Restore NY – Fuddy Duddy’s grant award.
 - Kick off meeting with the State held. Met with the property owners; working on pre-construction documents and requirements. Late summer construction date scheduled.
 - CDBG Public Facilities Project for Neighborhood Depot
 - Demolition bids are in; moving forward with a contract soon.
 - Contractor bids came in high. The Neighborhood Depot Board has to figure out how to fill the funding gap.
 - Land Bank Update
 - Three demolitions in Owego; one demolition in Newark Valley.
 - Completed foundation repair on a property in Owego that has been sold to a developer. They are going to rehab the two-family home.
 - Continue to work with Owego School District on the renovation of 103 Liberty Street; Newark Valley School District is interested in a similar project.
 - Working on an application for Land Bank Initiative Phase 2 Program; funding to assist with capital projects.
 - Continue to work on purchase agreement terms with Providence Housing for a 12-unit housing project on Temple and Liberty Street.
 - Village of Waverly – NY Forward 4.5M grant award.
 - The ED&P Team assisted with this application for several projects.

LeeAnn opened the discussion regarding the resolution listed below:

C40-Designate Calculation of Occupancy Tax

Ms. Chandler, Deputy Treasurer, is present to answer any questions.

Ms. Tinney reported that it was discovered that other than a memo from 2009, there was nothing in writing showing how occupancy tax funds are disbursed. This resolution outlines the calculation of how these funds are being disbursed.

Legislative Chair reported on the history of how this got started:

- Years ago the Chamber of Commerce used to be in charge of Tourism and they got a small amount of money from the County.
- Ron Dougherty and Glenn Carter decided to create an entity, a hotel/motel tax, and take that income to fund Tourism projects and activities.
- A legislative decision was made to create a hotel/motel tax. A local law tax resolution is done every 3 years and sets the rate of the occupancy tax.
- This money is intended for Tourism, as well as some for Economic Development. The beginning of every year we designate Tioga County Tourism as a Tourism Promotion Agency (TPA) by resolution. The Legislature can change this at any time.

Ms. Tinney reported that the County collects a 4% occupancy tax and moved forward to discuss the calculation as written in the resolution. After a general discussion a vote was held to move the resolution forward.

B. Grants

1. Active Grants – Tioga County as the applicant follow:

- a. CDBG- Racker Neighborhood Depot
 - i. Bids received
 - Demo Bids- within anticipated range
 - Construction Bids- over range (800K- 1 M)
 - ii. Racker seeking additional funding.
- b. NY Main Street- Village of Owego, North Ave.
 - i. Final draw has been requested.
- c. Restore NY- Fuddy Duddy's
 - i. Pre-meetings being held with State
- d. NYS Snowmobile- Countywide (ongoing)
- e. FEMA Hazard Mitigation Grant Program – Update the Hazard Mitigation Plan.
 - i. Consultant selected- Barton & Loguidice; resolution listed below.
- f. Department of State Local Government Efficiency Grant (LGE) – In partnership with IT.
 - i. Village of Owego- Fire department remaining to get on County system.
 - ii. Town of Candor- Placing computers/phones, adding highway barn to the County system.
- g. ARC- Update Countywide Strategic Plan
 - i. Still under review by ARC – Received a verbal approval.
 - ii. Steering Committee established. Mr. Dewind, County Attorney, reviewing RFP for the consultant.
- h. NYPA- Electronic Vehicle charging stations.
 - i. Site Host Agreement- Mr. Dewind reported that wording needs to be corrected on the agreement before approval.
- i. DEC- Household Hazardous Waste Program- Annual request has been submitted.

- C. Economic/Community Development
 - 1. Village of Owego
 - a. Downtown Revitalization Initiative (DRI) administration
 - 2. Village of Waverly
 - a. NY Forward application- AWARDED \$4.5M; first organizational meeting will be tomorrow. Julie Sweet with the Department of State will be our contact person.
 - 3. Town of Nichols
 - a. Broadband Project continues to move forward. Ms. Tinney will get a status from Southern Tier Network for the next meeting.
 - 4. Leadership Tioga- Classes are ongoing.
- D. Land Bank – Ms. Woodburn reported on earlier:
 - 1. OACSD House rehabilitation project- ongoing
- E. Workforce Development
- F. Planning - Ms. Jardine has been working on the following:
 - 1. Village of Owego Climate Smart Communities Taskforce
 - 2. Chamber/ TEAM Economic Forecasting event held at the Terra Cotta in Owego; nice event.
 - 3. Countywide Strategic Plan
 - 4. Hazard Mitigation Plan – Resolution listed below.
- G. Sustainability Management
 - 1. February E-Bulletin to Tioga County Employees
- H. IDA
 - 1. Owego Square (used to be Owego Gardens)
 - a. Occupants moving into townhouses week of 2/27.
 - b. Open House will be held; more information to follow. This committee will be invited.

IV. NEW BUSINESS

- A. Presentations (0)
- B. Land Bank – Ms. Woodburn reported on earlier.
 - 1. Land Bank Initiative- Phase 2 funding application.
- C. Workforce Development – Mr. Lanning is working on the following:
 - 1. In discussion with Newark Valley School regarding potential Land Bank House rehab project.
 - 2. Working with Tioga Career Center on a School to Work Manufacturing Program. Three businesses to participate so far.
 - 3. Twin Tiers Regional Job Fair held on March 1st. This event was very successful; 119 businesses present. Over 300 students and 150 of the general public were in attendance.
 - 4. Continuing to explore internship opportunities.
- D. Planning
 - 1. 239 Reviews (2)
 - a. County Case 2023-003: Town of Richford, Local Law (Solar Energy Generating Systems) recommendation for approval.
 - b. County Case 2023-004: Town of Owego, Site Plan Review (Parkway Produce) recommendation for approval.

- E. Sustainability Management – Dr. Pratt continues to work on the following:
 - 1. Reducing Waste Education and Outreach- Creating videos.
 - 2. ClearStream Beverage Recycler bins purchased for use at public community events to encourage recycling.
 - 3. “Share Your Reuse Story”, campaign has been launched - First response came in. Someone made a bed headboard from a wooden pallet.
 - 4. Updating website to reflect NYSDEC changes.
 - 5. Promoting E-Waste events with municipalities.
 - 6. Working on Sustainability Plan RFP.
 - 7. 2022 Year End
 - a. Paid to Broome County:
 - i. Household Hazardous Waste = \$24,941
 - ii. Electronic Waste = \$33,406
 This amount should come down when local events are held.
 - b. Towns, Electronic Waste = \$14,984
- F. Misc.
 - 1. Ag and Farmland Annual Inclusion – Resolution listed below.
 - 2. LDC (Tourism Office)
 - a. Reappoint Board Member (Case) Resolution listed below.
 - b. Occupancy Tax disbursement clarification – Resolution listed below; discussed earlier.

V. PERSONNEL

- A. Purchasing laptop - Woodburn remote work; resolution below.

VI. RESOLUTIONS

- C03-Authorize Transfer of Funds for Purchase of Laptop and Docking Station for EDP Dept
- C04-Re-Appoint Member (J Case) to the TCLDC Board
- C12-Award Contract Hazard Mitigation Plan Barton & Loguidice
- C14-Authorize 2023 Request for Inclusion of Land in Agricultural Districts
- C40-Designate Calculation of Occupancy Tax

After reviewing the above resolutions, Ms. Tinney asked this committee for support to move the resolutions forward; vote on the resolutions follows:

- Legislator Roberts – yes
- Legislator Mullen - yes
- Legislator Weston – yes
- Legislator Flesher – yes

VII. PROCLAMATIONS- N/A

VIII. ADJOURNMENT

With no further topics of discussion or questions, the meeting was adjourned at 1:45 P.M.

Respectfully Submitted,
 Linda Sampson
 Administrative Assistant Economic Development & Planning