

## Agenda

Planning & Economic Development Committee

**July 19, 2023, 6:00 p.m., Legislative Chambers**

**Livestreamed on YouTube**

Gerace Office Building, Mayville, NY

- A. Call to Order
- B. Approval of Minutes (6/21/23)
- C. Privilege of the Floor
- 1. Proposed Resolution – Confirm Appointments - Chautauqua County Land Bank Board of Directors
- 2. Proposed Resolution – Authorize Use of Lake Erie Management Commission Capital Project H.8020.37011 Funds for Additional Dredging in Barcelona Harbor
- 3. Proposed Resolution – Authorize Chautauqua County Visitors Bureau as the Local Tourist Promotion Agency for Matching Funds Program Sponsored by the New York State Division of Tourism
- 4. Proposed Resolution – Calling for a Public Hearing Regarding the Implementation of a Community Development Block Grant-Funded Microenterprise Assistance Program
- 5. Discussion – Re-Organization of Finance Department – Kitty Crow
- 6. Other -

**CHAUTAUQUA COUNTY**  
**RESOLUTION NO. \_\_\_\_\_**

**TITLE:** Confirm Appointments - Chautauqua County Land Bank Board of Directors

**BY:** Planning & Economic Development Committee:

**AT THE REQUEST OF:** County Executive Paul M. Wendel, Jr.:

WHEREAS, County Executive Paul M. Wendel, Jr. has submitted the following appointments for action by the Chautauqua County Legislature; therefore be it

RESOLVED, That the Chautauqua County Legislature does hereby confirm the following appointments to the Chautauqua County Land Bank Board of Directors.

Shelley Lincoln  
6749 Main Street,  
Cherry Creek, NY 14723  
Term Expires: 3/31/25  
(New-Appointment)

Todd Hnatyszyn  
57 Nottingham Circle,  
Jamestown, NY 14701  
Term Expires: 3/31/25  
(New-Appointment)

\_\_\_\_\_  
**APPROVED**

\_\_\_\_\_  
**VETOES (VETO MESSAGE ATTACHED)**

\_\_\_\_\_  
**County Executive**

\_\_\_\_\_  
**Date**

**CHAUTAUQUA COUNTY  
RESOLUTION NO. \_\_\_\_\_**

**TITLE:** Authorize Use of Lake Erie Management Commission Capital Project  
H.8020.37011 Funds for Additional Dredging in Barcelona Harbor

**BY:** Planning and Economic Development and Audit & Control Committees:

**AT THE REQUEST OF:** County Executive Paul M. Wendel, Jr.:

WHEREAS, pursuant to Resolution 178-11, the Lake Erie Management Commission (LEMC) was created by the Chautauqua County Legislature to prioritize and select Lake Erie watershed projects for funding; seek additional funding for Lake Erie watershed projects; and undertake such other initiatives and coordination activities for the betterment of the Lake Erie watershed; and

WHEREAS, historically high Lake Erie water levels and severe weather events during 2019, 2020 and 2021 resulted in extensive sedimentation in Barcelona Harbor that rendered the Harbor useless as a Harbor of Refuge on the Great Lakes Navigation System and for commercial and recreational use; and

WHEREAS, the Army Corps of Engineers has mobilized a Contractor to Barcelona Harbor to dredge sediments from the Federal Channel; and

WHEREAS, the Town of Westfield desires to have additional dredging performed outside of the Federal Channel that will improve the functionality of the Harbor; and

WHEREAS, the costs associated with mobilizing the dredging equipment are a significant portion of the costs associated with dredging activities, and significant savings would be realized through dredging other nearby areas while the dredging equipment is on site; and

WHEREAS, the Town of Westfield has solicited a quotation in the amount of \$26,000.00 from the dredging Contractor for additional dredging work; and

WHEREAS, using 2% Occupancy Tax Funding, Capital Project H.8020.37011 Lake Erie Mgmt Comm (2020) was created to facilitate projects consistent with the goals of the LEMC; and

WHEREAS, the LEMC Capital Project H. 8020.37011 has an uncommitted balance of \$42,522.00; and

WHEREAS, On July 17, 2023, the LEMC unanimously approved a resolution fund additional dredging work from the LEMC Capital Project H.8020.37011 at a cost not to exceed \$26,000; therefore be it

RESOLVED, That the Chautauqua County Legislature authorizes the use of \$26,000.00 from LEMC Capital Project H. 8020.37011 for additional dredging in Barcelona Harbor; and be it further

RESOLVED, That the County Executive is hereby authorized to enter into any and all contracts necessary to implement the terms of this resolution; and be it further

RESOLVED, That the A Fund Balance be appropriated as follows:

INCREASE THE USE OF FUND BALANCE:

A.----.----.889.WATR Reserved Fund Balance-MISC RES: Lakes & Watrway \$26,000.00

; and be it further

**APPROVED**

**VETOES (VETO MESSAGE ATTACHED)**

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

RESOLVED, That the Director of Finance is authorized and directed to make the following amendment to the 2023 Adopted Budget:

INCREASE APPROPRIATION ACCOUNT:

A.8020.WTRS.4	Contractual—Planning, Watershed Administration	\$26,000.00
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**APPROVED**

**VETOES (VETO MESSAGE ATTACHED)**

\_\_\_\_\_  
**County Executive**

\_\_\_\_\_  
**Date**

**CHAUTAUQUA COUNTY  
RESOLUTION NO. \_\_\_\_\_**

**TITLE:** Authorize Chautauqua County Visitors Bureau as the Local Tourist Promotion Agency for Matching Funds Program Sponsored by the New York State Division of Tourism

**BY:** Planning and Economic Development and Audit & Control Committees:

**AT THE REQUEST OF:** County Executive Paul M. Wendel, Jr.:

WHEREAS, the New York State Legislature has authorized the New York State Department of Commerce to match funds expended by local and regional organizations promoting tourist travel, resorts, and vacation businesses in this State; and

WHEREAS, the New York State Legislature has made appropriations for such purposes; and

WHEREAS, to participate in this program, the Chautauqua County Legislature must designate a not-for-profit corporation as the local tourist promotion agency for the Matching Fund Program sponsored by the New York State Division of Tourism; therefore, be it

RESOLVED, That the Chautauqua County Legislature hereby designates the Chautauqua County Visitors Bureau as the local tourist promotion agency for the Matching Funds Program sponsored by the New York State Division of Tourism, and authorizes the Chautauqua County Visitors Bureau to apply for matching tourism funds, to receive such matching funds, and to represent the County of Chautauqua in tourism promotion efforts; and be it further

RESOLVED, That in making the aforesaid designation, the Chautauqua County Legislature hereby certifies that Chautauqua County Visitors Bureau has been in operation for at least three (3) years immediately prior to making this year's application; and be it further

RESOLVED, That the Chautauqua County Visitors Bureau comply with the following criteria for implementing the Matching Funds Program:

1. A dedicated bank account shall be maintained for the purposes of matching and disbursing Matching Funds provided by the New York State Division of Tourism and the corresponding local share in accordance with the Program guidelines;

2. All interest earned from the Matching Funds Program monies shall be expended for generic County advertising according to the New York State guidelines for the Program;

3. All discounts and refunds be maintained in the Matching Fund program account and be expended for generic County advertising according to the Program guidelines; and

4. Account(s) shall be reconciled monthly and at the end of the Program, and the required quarterly and annual reports be provided to the New York State Division of Tourism in accordance with the Program guidelines; and be it further

RESOLVED, That the Chautauqua County Visitors Bureau is authorized to apply for state matching funds up to \$250,000 for the period of January 1, 2024 through December 31, 2024.

**APPROVED**

**VETOES (VETO MESSAGE ATTACHED)**

\_\_\_\_\_  
**County Executive**

\_\_\_\_\_  
**Date**

**CHAUTAUQUA COUNTY  
RESOLUTION NO. \_\_\_\_\_**

**TITLE:** Calling for a Public Hearing Regarding the Implementation of a Community Development Block Grant-Funded Microenterprise Assistance Program

**BY:** Planning and Economic Development Committee:

**AT THE REQUEST OF:** County Executive Paul M. Wendel, Jr.:

WHEREAS, the Chautauqua County Legislature wishes to discuss the implementation of the Chautauqua County Microenterprise Program that received Community Development Block Grant (“CDBG”) funding from the New York State Office of Community Renewal (the “OCR”), and

WHEREAS, the Chautauqua County Legislature is required to hold a public hearing to consider citizen comments regarding implementation of the program, be it

RESOLVED, That a public hearing be held on August 23, 2023 at 6:35 PM at the Legislative Chambers of the Gerace Office Building located at 3 N. Erie Street, Mayville, New York, before the Chautauqua County Legislature, whereat all interested parties shall be heard regarding the CDBG program, and be it further

RESOLVED, That at least eight (8) days’ notice of such hearing shall be given by the County Clerk by the due posting thereof in the Gerace Office Building and on the County’s website, and by publishing such notice at least once in the official newspaper of the County.

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**APPROVED**

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**VETOES (VETO MESSAGE ATTACHED)**

\_\_\_\_\_  
**County Executive**

\_\_\_\_\_  
**Date**