

MINUTES

PLANNING & RESEARCH COMMITTEE MEETING

Fred Lightfoote, Chairman

Tuesday, December 13, 2016

4:00 PM

Conference Room 205

Municipal Building

Members Present

Chair – Supervisor F.
Lightfoote
Vice Chair – Supervisor R.
Green
Supervisor D. Marshall
Supervisor N. Teed
Supervisor D. Vedora

Members Excused

Supervisor J. Gallahan

Staff and Guests:

Tom Harvey, Planning
Mary Krause, County Administrator
Carla Jordan, Planning
Maria Rudzinski, Planning
Betsy Landre, Planning
Reliefia Kramer, Planning
Tim Davis, CCE
Mike Manikowski, Economic Development
Michael Wojcik, Economic Development

TIME	TOPIC	NOTES & DISCUSSION
4:00 p.m.	Opening of Meeting Approval of Minutes	Chair Lightfoote opened the December 13, 2016 Planning and Research Committee meeting at 4:00 p.m. Supervisor Gallahan and Supervisor Marshall were necessarily absent. Chair Lightfoote requested a motion to approve the November 22, 2016 minutes. <i>A motion was offered by Supervisor Green, and was seconded by Supervisor Vedora to approve the November 22, 2016 minutes. All in favor, motion carried.</i>
4:02	CCE	Chair Lightfoote welcomed Tim Davis. Mr. Davis said that he has sent the 2016 CCE Annual Report to the municipalities. Mr. Davis gave an end of the year summary for the committee. Chair Lightfoote thanked Mr. Davis.
4:10	Tourism	Chair Lightfoote welcomed Ms. Knoblauch. Ms. Knoblauch discussed and recommended approval of a resolution – Funding Source For Tourism Promotion in Ontario County. Discussion took regarding when payments will be made in 2017. It was decided that 1/3 payments will be made in January, May,

		<p>and September.</p> <p><i>A motion was offered by Supervisor Green, and was seconded by Supervisor Teed to approve the above mentioned resolution. All in favor, motion carried.</i></p> <p>Chair Lightfoote thanked Ms. Knoblauch.</p>
4:16	Economic Development	<p>Chair Lightfoote welcomed Mike Manikowski, Michael Wojcik.</p> <p>Mr. Manikowski discussed and recommended approval of a resolution – Uncollectible Debt Ontario County Office of Economic Development Revolving Loan Fund (RLF).</p> <p><i>A motion was offered by Supervisor Vedora, and was seconded by Supervisor Green to approve the above mentioned resolution. All in favor, motion carried.</i></p> <p>Mr. Manikowski discussed and recommended approval of a resolution - Authorizing Contract Renewal With Fairweather Consulting for Business Retention & Expansion Program.</p> <p><i>A motion was offered by Supervisor Green, and was seconded by Supervisor Teed to approve the above mentioned resolution. All in favor, motion carried.</i></p> <p>Chair Lightfoote thanked Mr. Manikowski, Mr. Wojcik.</p>
4:30	Planning	<p>Mr. Wojcik discussed and recommended approval of a budget transfer for Planning – Provide funding for some Overtime incurred during the year for employees whose salaries are funded through the Solid Waste Management Plan Implementation budget.</p> <p><i>A motion was offered by Supervisor Green, and was seconded by Supervisor Teed to approve the above mentioned budget transfer. All in favor, motion carried.</i></p> <p>Mr. Harvey introduced Jessica Holloway and Josh Watkins. They are the appointed County representatives to the Genesee Valley Regional Market Authority.</p> <p>Ms. Holloway and Mr. Watkins updated the committee on the Genesee Valley Regional Market Authority. Ms. Holloway and Mr. Watkins gave a summary of the history and the purpose of the Authority for the committee. Ms. Holloway said 75% of the Authority’s annual operating surplus has to be spent on agricultural projects. The authority uses some of that money to construct new agricultural warehouses that they manage and the rest is available to grants to non-profits and other entities for furthering ag research, business, or services. The due date to apply for a 2017 grant is tentatively March 2, 2017. She said that there is no minimum or maximum amount that you can apply for and the grant can be used for a pilot program or capital projects. The Genesee Valley Regional Market Board of Directors and the Department of Agriculture review the applications and makes the decisions. The applications are for the products that support the development and growth of agriculture. Further discussion took place regarding the help that has been provided by the Genesee Valley Regional Market, including projects such as the FLCC Viticulture Center, the Wine and Culinary Center, and the Ag Tech Park.</p>

		<p>Chair Lightfoote thanked Ms. Holloway and Mr. Watkins.</p> <p>Mr. Harvey discussed and recommended approval of a resolution – Acceptance of 2016-2017 New York State Snowmobile Trail Development and Maintenance Grant in Aid Funds.</p> <p><i>A motion was offered by Supervisor Green, and was seconded by Supervisor Vedora to approve the above mentioned resolution. All in favor, motion carried.</i></p> <p>Mr. Harvey discussed and recommended a Budget Transfer: Agricultural Plan Implementation Funds - \$5,000 from 2016 to 2017 Planning Department Budget.</p> <p><i>A motion was offered by Supervisor Green, and was seconded by Supervisor Teed to approve the above mentioned budget transfer. All in favor, motion carried.</i></p> <p>Ms. Landre discussed and recommended two resolutions – Authorizing a Contract with Canandaigua Lake Watershed Model Ordinance Development Project and Authorizing a Contract with Canandaigua Lake Watershed Council for Canandaigua Lake and Stream Monitoring – Year 3.</p> <p><i>A motion was offered by Supervisor Teed, and was seconded by Supervisor Vedora to approve the above mentioned resolutions. All in favor, motion carried.</i></p> <p>Supervisor Green commended Mr. Manikowski for meeting Bristol Town Board and residents.</p> <p>County Administrator Mary Krauss told the committee that with the sales tax agreement being approved, she looking forward to moving the occupancy tax to the top of the list for 2017. She said that the Tourism Board will be giving their recommendations. Ms. Krauss said that County Attorney Curtiss has a laid out a timetable for what needs to be done to move toward removal and potential change in the local law. She is also looking forward to putting together the Board retreat. The topic will be Economic Development. Ms. Krauss said she is looking forward to working with the new committee structure in 2017.</p> <p>Chair Lightfoote discussed the new committee structure with the committee. Chair Lightfoote thanked the committee members and said that he enjoyed working with them.</p> <p>Mr. Harvey said that it has been a pleasure to work with this committee.</p>
4:00	Adjournment	<p>There being no further business for discussion, Chair Lightfoote requested a motion to adjourn.</p> <p><i>Motion to adjourn made by Chair Teed, seconded by Supervisor Vedora at 5:00 p.m. Motion carried.</i></p>

Respectfully Submitted,
Reliefia Kramer