



**SULLIVAN COUNTY LEGISLATURE**  
**Planning, Environmental Management and Real Property Committee**  
**Thursday, June 12, 2014 ~ 1:15 PM**

**Committee Members: Alan Sorensen (Chair); Ira Steingart (Vice Chair);  
Cora Edwards; Cindy Kurpil Geiger and Gene Benson**

**AGENDA**

**DISCUSSION:**

- 1. CFA**
- 2. Potential DPEM Reorganization**
- 3. Potential Opportunities in Upcoming Foreclosure Auction**

**PRESENTATIONS: None**

**RESOLUTIONS:**

**COUNTY ATTORNEY - None**

**COUNTY TREASURER - None**

**PLANNING**

- 1. To authorize application to the New York State Empire State Development Strategic Planning and Feasibility Studies Grant Program, and Administration of the Project if said application is successful.**
- 2. To authorize Preparation and Administration of a State Local Waterfront Revitalization Program (LWRP) Grant to bring the Upper Delaware River Highland Access through Engineering, Permitting and Six Accesses through Operation and Management Agreement Phases.**
- 3. To authorize Preparation and Administration of a New York State Office of Parks, Recreation and Historic Preservation Environmental Protection Fund/Municipal Grant Program.**
- 4. To authorize the Division of Planning and Environmental Management to apply for a 2014 Small Business Program Grant through the Consolidated Funding Application and the New York State Community Development Block Program (CDBG).**
- 5. To authorize the Division of Planning and Environmental Management to apply for a 2014 Microenterprise Program grant through the Consolidated Funding Application and the New York State Community Development Block Program.**
- 6. Authorizing the Division of Planning and Environmental Management to apply for New York State Community Development Block Grant Planning Program funds for a preliminary Engineering Report to address Flood Mitigation Measures in Livingston Manor.**

7. Authorizing the Division of Planning and Environmental Management to apply for a New York Main Street Program Grant through the 2014 New York State Consolidated Funding Application to support a Village of Jeffersonville Main Street Program.
8. To authorize application for Funding for the Comprehensive Space and Energy Utilization Study for County Buildings and Facilities.

**REAL PROPERTY – None**

**DEPARTMENT/PROGRAM UPDATES AND REPORTS:**

County Attorney: - None  
County Treasurer: - Update on Current Issues  
Real Property: - Monthly Deed and Subdivision Report

**DIVISION DISCUSSION ITEMS: None**

**PUBLIC COMMENTS:**

**RECESS**

**COMBINED: LEGISLATIVE MEMORANDUM,  
CERTIFICATE OF AVAILABILITY OF FUNDS  
AND RESOLUTION COVER MEMO**

**To:** Sullivan County Legislature

**Fr:** Division of Planning & Environmental Management, Freda Eisenberg, Commissioner

**Re:** Request for Consideration of a Resolution: to Authorize a CFA Application for the Sullivan Greyfields Redevelopment Plan project

**Date:** 6/10/14

**Purpose of Resolution:** [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

The Resolution will authorize and support the application for ESD grant funding to prepare an inventory of abandoned and underutilized development sites in Sullivan County and create a plan for their redevelopment. A market study is included to ground the plan in quantitative data on market conditions and commercial siting criteria. If awarded, the project will entail a County match of in-kind and 10% cash, and a consultant contract.

**Is subject of Resolution mandated? Explain:**

No, however the resolution will demonstrate County support and commitment to the project

**Does Resolution require expenditure of funds? Yes  No**

**If "Yes, provide the following information:**

Amount to be authorized by Resolution: \$ 12,000.00

Are funds already budgeted? Yes  No

If "Yes" specify appropriation code(s): \_\_\_\_\_

If "No", specify proposed source of funds: new initiatives funding

**Estimated Cost Breakdown by Source:**

County	\$ <u>12,000.00</u>	Grant(s)	\$ <u>60,000.00</u>
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State	\$ _____	Other	\$ <u>48,000.00</u>
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Federal Government	\$ _____	(Specify)	<u>in-kind match</u>
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**Verified by Budget Office:** \_\_\_\_\_

**Does Resolution request Authority to Enter into a Contract? Yes \_\_\_\_\_ No \_\_\_\_\_**

**If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.**

Request for Authority to Enter into Contract with [ \_\_\_\_\_ ] of [ \_\_\_\_\_ ]

Nature of Other Party to Contract: .

Other:

Duration of Contract: From \_\_\_\_\_ To \_\_\_\_\_

Is this a renewal of a prior Contract? Yes \_\_\_ No \_\_\_

If "Yes" provide the following information:

Dates of prior contract(s): From \_\_\_\_\_ To \_\_\_\_\_

Amount authorized by prior contract(s): \_\_\_\_\_

Resolutions authorizing prior contracts (Resolution #s): \_\_\_\_\_

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes \_\_\_ No \_\_\_

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \_\_\_\_\_

Efforts made to find Less Costly alternative:

\_\_\_\_\_  
\_\_\_\_\_

Efforts made to share costs with another agency or governmental entity:

\_\_\_\_\_  
\_\_\_\_\_

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

\_\_\_\_\_ *Not Applicable PJ* \_\_\_\_\_

Person(s) responsible for monitoring contract (Title): \_\_\_\_\_

**Pre-Legislative Approvals:**

- A. Director of Purchasing: Kathy Jones Date 6/11/14
- B. Management and Budget: \_\_\_\_\_ Date \_\_\_\_\_
- C. Law Department: S. Y. Gargur Date 6/11/14
- D. County Manager: John P. ... Date 6/11/14
- E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_

**RESOLUTION INTRODUCED BY THE PLANNING ENVIRONMENTAL MANAGEMENT AND REAL PROPERTY COMMITTEE TO AUTHORIZE APPLICATION TO THE NEW YORK STATE EMPIRE STATE DEVELOPMENT STRATEGIC PLANNING AND FEASIBILITY STUDIES GRANT PROGRAM, AND ADMINISTRATION OF THE PROJECT IF SAID APPLICATION IS SUCCESSFUL**

**WHEREAS**, pursuant to Resolution 199-14 the County Legislature approved the development of grant applications through the Mid-Hudson Regional Council's Consolidated Funding Application (CFA), and

**WHEREAS**, Empire State Development (ESD), through the 2014 CFA, has up to \$1 million available "for working capital grants of up to \$100,000 each to support ... strategic development plans for a city, county, or municipality or a significant part thereof; and

**WHEREAS**, the Sullivan County Division of Planning and Environmental Management (DPEM) has identified a need, through its ongoing planning for County economic development, for a strategic plan to inventory, assess and identify redevelopment strategies for the numerous vacant and underutilized hospitality properties throughout the County; and

**WHEREAS**, the Sullivan County Division of Planning and Environmental Management has further identified a need for a market study to verify and quantify the demand for such potential redevelopment uses as tourist and business traveler accommodations, light industrial, and multi-family housing; and

**WHEREAS**, the proposed project will include the inventory, market study, and property owner outreach, and will provide needed tools for economic development professionals working in the region to promote redevelopment of obsolete and blighted properties in the County; and

**WHEREAS**, the DPEM will act as the lead applicant on the grant with the responsibility of administering the program; and

**WHEREAS**, the DPEM will further provide planning staff to conduct site inventory and assessment, property owner outreach, and other planning activities as needed and appropriate to support the project and provide an in-kind match to the grant funding; and

**WHEREAS**, DPEM has obtained cost estimates for the market study from two sources and estimates that cost to be \$60,000; and

**WHEREAS**, should the project be selected for funding by ESD there would be a requirement for the County to provide a minimum match of 50% of the project costs, with a minimum of 10% of the project costs to be provided as cash; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager, Chairman of the County Legislature, and / or their authorized representative (*as required by the funding source*) to execute any and all necessary documents to submit the Sullivan Greyfields Strategic Redevelopment Plan application for funding; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager, and / or Chairman of the County Legislature (*as required by the funding source*) to accept the award of up to \$60,000, and enter into an award agreement or contract to administer the funding secured, and to provide the required matching funds of \$12,000 in cash and \$48,000 of in-kind services, in such form as the County Attorney shall approve; and

**BE IT FURTHER RESOLVED**, that should the New York State Empire State Development Strategic Planning and Feasibility Studies Grant Program funding be terminated, the County shall not be obligated to continue any action undertaken by the use of this funding.

**Moved by,  
Seconded by,  
and adopted on motion, 2014**

**COMBINED: LEGISLATIVE MEMORANDUM,  
CERTIFICATE OF AVAILABILITY OF FUNDS  
AND RESOLUTION COVER MEMO**

**To:** Sullivan County Legislature

**Fr:** Freda Eisenberg, Commissioner

**Re:** Request for Consideration of a Resolution: Apply for LWRP grant for Delaware River Highland Access and Management Agreements

**Date:** June 10, 2014

**Purpose of Resolution:** [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]  
to allow DPEM to apply for and administer a grant from the Local Waterfront Revitalization Program, through the State CFA to bring the Upper Delaware River Highland Access through the Engineering, Permitting and Management Agreement Phases. The project work products are the next steps toward construction, and would facilitate applications for construction funding.

**Is subject of Resolution mandated? Explain:**

no

**Does Resolution require expenditure of funds? Yes  No**

**If "Yes, provide the following information:**

**Amount to be authorized by Resolution: \$** \_\_\_\_\_

**Are funds already budgeted? Yes  No**

**If "Yes" specify appropriation code(s):** \_\_\_\_\_

**If "No", specify proposed source of funds: in-kind match of County staff time**

**Estimated Cost Breakdown by Source:**

County	\$ _____	Grant(s)	\$35,150.00
State	\$ _____	Other	\$35,150.00
Federal Government	\$ _____	(Specify) <u>in-kind match</u>	

**Verified by Budget Office:** \_\_\_\_\_

**Does Resolution request Authority to Enter into a Contract? Yes  No**

**If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.**



Request for Authority to Enter into Contract with [ NYS Department ] of [ State ]

Nature of Other Party to Contract: .

Other: to receive grant funds if awarded

Duration of Contract: From \_\_\_\_\_ To \_\_\_\_\_

Is this a renewal of a prior Contract? Yes \_\_\_ No

If "Yes" provide the following information:

Dates of prior contract(s): From \_\_\_\_\_ To \_\_\_\_\_

Amount authorized by prior contract(s): \_\_\_\_\_

Resolutions authorizing prior contracts (Resolution #s): \_\_\_\_\_

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes \_\_\_ No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): n/a

Efforts made to find Less Costly alternative:

n/a

Efforts made to share costs with another agency or governmental entity:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

Not Applicable

Person(s) responsible for monitoring contract (Title): \_\_\_\_\_

**Pre-Legislative Approvals:**

- A. Director of Purchasing: Nancy Jones Date 6/11/14
- B. Management and Budget: \_\_\_\_\_ Date \_\_\_\_\_
- C. Law Department: S. Gasgen Date 6/11/14
- D. County Manager: John R. Stone Date 6/11/14
- E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_

**RESOLUTION INTRODUCED BY THE PLANNING ENVIRONMENTAL MANAGEMENT AND REAL PROPERTY COMMITTEE TO AUTHORIZE PREPARATION AND ADMINISTRATION OF A STATE LOCAL WATERFRONT REVITALIZATION PROGRAM (LWRP) GRANT TO BRING THE UPPER DELAWARE RIVER HIGHLAND ACCESS THROUGH ENGINEERING, PERMITTING AND SIX ACCESSES THROUGH OPERATION AND MANAGEMENT AGREEMENT PHASES**

**WHEREAS**, The New York State Department of State (NYS DOS) administers funding to advance preparation, refinement or implementation of Local Waterfront Revitalization Programs (LWRP), made available to local governments under Title 11 of the New York State Environmental Protection Fund Local Waterfront Revitalization Program; and

**WHEREAS**, the LWRP encourages municipalities to plan for the future of their waterfronts and undertake improvement projects to implement their plans; and

**WHEREAS**, the Upper Delaware River is an Approved Inland Waterway under the LWRP and the NYS DOS Division of Coastal Resources; and

**WHEREAS**, the Sullivan County Division of Planning and Environmental Management (SCDPEM) is completing a plan through the LWRP; and

**WHEREAS**, pursuant to this plan, SCDPEM received grant funding from LWRP and is completing schematic designs for six river accesses; and

**WHEREAS**, the next phase of this project is engineering, environmental review, permitting and management agreements; and

**WHEREAS**, the Highland Access is ready to take to the next phase,

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager, Chairman of the County Legislature, and / or their authorized representative (*as required by the funding source*) to execute any and all necessary documents to submit the Highland Access Development LWRP application for funding in the amount of \$35,150 with an in kind match of \$35,150; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager, and / or Chairman of the County Legislature (*as required by the funding source*) to accept the award, and enter into an award agreement or contract to administer the funding secured, in such form as the County Attorney shall approve; and

**BE IT FURTHER RESOLVED**, that should the LWRP funding be terminated, the County shall not be obligated to continue any action undertaken by the use of this funding.

**Moved by,  
Seconded by,  
and adopted on motion, 2014**

**COMBINED: LEGISLATIVE MEMORANDUM,  
CERTIFICATE OF AVAILABILITY OF FUNDS  
AND RESOLUTION COVER MEMO**

**To:** Sullivan County Legislature

**Fr:** Division of Planning & Environmental Mngmnt, Freda Eisenberg, Commissioner

**Re:** Request for Consideration of a Resolution: to authorize a grant application to fund a Master Plan and improvements at Lake Superior Park

**Date:**

**Purpose of Resolution:** [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

AUTHORIZE PREPARATION AND ADMINISTRATION OF an NYS OPRHP application to fund preparation of a Master Plan and select capital improvements for Lake Superior Park. The plan will focus on resolving users conflicts and identifying ways to make the park fiscally self-sustaining. The proposed site improvements have been on the DPW capital improvement plan for several years.

**Is subject of Resolution mandated? Explain:**

No

**Does Resolution require expenditure of funds? Yes  No**

**If "Yes, provide the following information:**

Amount to be authorized by Resolution: \$ \_\_\_\_\_

Are funds already budgeted? Yes \_\_\_ No \_\_\_

If "Yes" specify appropriation code(s): \_\_\_\_\_

If "No", specify proposed source of funds: in-kind staff match

**Estimated Cost Breakdown by Source:**

County	\$ _____	Grant(s)	\$ <u>135,000.00</u>
State	\$ _____	Other	\$ <u>35,750.00</u>
Federal Government	\$ _____	(Specify)	<u>in-kind match</u>

**Verified by Budget Office:** \_\_\_\_\_

**Does Resolution request Authority to Enter into a Contract? Yes \_\_\_\_\_ No \_\_\_\_\_**

**If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.**

Request for Authority to Enter into Contract with [ \_\_\_\_\_ ] of  
[ \_\_\_\_\_ ]

Nature of Other Party to Contract: .

Other:

Duration of Contract: From \_\_\_\_\_ To \_\_\_\_\_

Is this a renewal of a prior Contract? Yes \_\_\_ No \_\_\_

If "Yes" provide the following information:

Dates of prior contract(s): From \_\_\_\_\_ To \_\_\_\_\_

Amount authorized by prior contract(s): \_\_\_\_\_

Resolutions authorizing prior contracts (Resolution #s): \_\_\_\_\_

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes \_\_\_ No \_\_\_

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \_\_\_\_\_

Efforts made to find Less Costly alternative:

\_\_\_\_\_  
\_\_\_\_\_

Efforts made to share costs with another agency or governmental entity:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

\_\_\_\_\_ *Not Applicable* \_\_\_\_\_

Person(s) responsible for monitoring contract (Title): \_\_\_\_\_

**Pre-Legislative Approvals:**

- A. Director of Purchasing: Kathy Jones Date 6/11/14
- B. Management and Budget: \_\_\_\_\_ Date \_\_\_\_\_
- C. Law Department: S. Yorgun Date 6/11/14
- D. County Manager: J. Bond Date 6/11/14
- E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_

**RESOLUTION INTRODUCED BY THE PLANNING ENVIRONMENTAL MANAGEMENT AND REAL PROPERTY COMMITTEE TO AUTHORIZE PREPARATION AND ADMINISTRATION OF A NEW YORK STATE OFFICE OF PARKS, RECREATION AND HISTORIC PRESERVATION – ENVIRONMENTAL PROTECTION FUND / MUNICIPAL GRANT PROGRAM**

**WHEREAS**, The New York State Office of Parks, Recreation and Historic Preservation (*OPR&HP*) through the Environmental Protection Fund's - Municipal Grant Program makes available funding for the acquisition, planning, development, and improvements of parks, historic properties and heritage areas located within the physical boundaries of New York State; and

**WHEREAS**, the OPR&HP encourages municipalities to plan for the future of parks and undertake improvement projects to implement their plans; and

**WHEREAS**, the Lake Superior State Park located in Bethel, New York has been identified by the County as needing a Master Plan to stimulate increased usage of the Park, resolve user conflicts, establish potential trails and trails connections, and examine new revenue generating opportunities; and

**WHEREAS**, the Lake Superior State Park located in Bethel, New York has been identified by the County as being in need of physical improvements – such as re-grading the existing access road at the beach / boat launch area, constructing an accessible parking area for the park playground, and constructing an access road to the picnic pavilion at the dam area; and

**WHEREAS**, the identified park improvements have been components of the DPW capital improvement plan for several years but have not been implemented due to lack of funds; and

**WHEREAS**, the intent of the Lake Superior State Park Enhancement Project will be to develop a Master Plan for, and make physical improvements to, the Lake Superior State Park; and

**WHEREAS**, the County has obtained permission from the Palisades Interstate Park Commission to pursue funding for Lake Superior State Park Enhancement Project; and

**WHEREAS**, the County's Division of Planning and Environmental Management (*DPEM*) will act as the lead applicant on the grant with the responsibility of administering the program and collaborating with the County's Department of Public Works to accomplish the Lake Superior State Park Enhancement Project,

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager, Chairman of the County Legislature, and / or their authorized representative (*as required by the funding source*) to execute any and all necessary documents to submit the Lake Superior State Park Enhancement Project application for funding; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager, and / or Chairman of the County Legislature (*as required by the funding source*) to accept the award of up to \$135,000, and enter into an award agreement or contract to administer the funding secured, and to provide the required 25% in-kind match of up to \$33,750, in such form as the County Attorney shall approve; and

**BE IT FURTHER RESOLVED**, that should the OPR&HP Environmental Protection Fund - Municipal Grant Program funding be terminated, the County shall not be obligated to continue any action undertaken by the use of this funding.

Moved by,  
Seconded by,  
and adopted on motion, 2014

**COMBINED: LEGISLATIVE MEMORANDUM,  
CERTIFICATE OF AVAILABILITY OF FUNDS  
AND RESOLUTION COVER MEMO**

**To:** Sullivan County Legislature

**Fr:** Division of Planning & Env. Management, Freda Eisenberg, Commissioner,

**Re:** Request for Consideration of a Resolution: CDBG CFA Application

**Date:** June 10, 2014

**Purpose of Resolution:** [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

Authorize the Division of Planning and Environmental Management to apply for a 2014 Small Business Program and Grant through the Consolidated Funding Application and the NYS Community Development Block Program (CDBG) to support the development of a dairy processing operation. The grant, if awarded, would leverage existing RBEG funding for the project.

**Is subject of Resolution mandated? Explain:**

No

**Does Resolution require expenditure of funds? Yes \_\_\_ No**

**If "Yes, provide the following information:**

**Amount to be authorized by Resolution: \$ \_\_\_\_\_**

**Are funds already budgeted? Yes \_\_\_ No \_\_\_**

**If "Yes" specify appropriation code(s): \_\_\_\_\_**

**If "No", specify proposed source of funds: \_\_\_\_\_**

**Estimated Cost Breakdown by Source:**

County	\$ _____	Grant(s)	\$ _____
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State	\$ _____	Other	\$ _____
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Federal Government	\$ _____	(Specify)	_____
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**Verified by Budget Office:** \_\_\_\_\_

**Does Resolution request Authority to Enter into a Contract? Yes \_\_\_ No**

**If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.**



Request for Authority to Enter into Contract with [ \_\_\_\_\_ ] of  
[ \_\_\_\_\_ ]

Nature of Other Party to Contract: .

Other:

Duration of Contract: From \_\_\_\_\_ To \_\_\_\_\_

Is this a renewal of a prior Contract? Yes \_\_\_ No \_\_\_

If "Yes" provide the following information:

Dates of prior contract(s): From \_\_\_\_\_ To \_\_\_\_\_

Amount authorized by prior contract(s): \_\_\_\_\_

Resolutions authorizing prior contracts (Resolution #s): \_\_\_\_\_

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes \_\_\_ No \_\_\_

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \_\_\_\_\_

Efforts made to find Less Costly alternative:

\_\_\_\_\_  
\_\_\_\_\_

Efforts made to share costs with another agency or governmental entity:

\_\_\_\_\_  
\_\_\_\_\_

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

\_\_\_\_\_ *Not Applicable* \_\_\_\_\_

Person(s) responsible for monitoring contract (Title): \_\_\_\_\_

**Pre-Legislative Approvals:**

A. Director of Purchasing: Kathy Jones Date 6/11/14

B. Management and Budget: \_\_\_\_\_ Date \_\_\_\_\_

C. Law Department: S. Gargur Date ~~6/11/14~~ 6/11/14

D. County Manager: John Paul Date 6/11/14

E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

Vetted in Planning, Environmental Management & Committee on \_\_\_\_\_

**RESOLUTION INTRODUCED BY THE PLANNING ENVIRONMENTAL MANAGEMENT AND REAL PROPERTY COMMITTEE TO AUTHORIZE THE DIVISION OF PLANNING AND ENVIRONMENTAL MANAGEMENT TO APPLY FOR A 2014 SMALL BUSINESS PROGRAM GRANT THROUGH THE CONSOLIDATED FUNDING APPLICATION AND THE NEW YORK STATE COMMUNITY DEVELOPMENT BLOCK PROGRAM (CDBG)**

**WHEREAS**, pursuant to Resolution 199-14 the County Legislature approved the submission of grant applications through the Mid-Hudson Regional Council's Consolidated Funding Application, and

**WHEREAS**, pursuant to Resolution 163-11 the County Legislature authorized an application to the United States Department of Agriculture-Rural Development (USDA-RD) Rural Business Enterprise Grant (RBEG) program to provide funds for dairy processing equipment and was awarded \$186,500, and

**WHEREAS**, Catskill Mountain Dairies, LLC has submitted a proposal for the RBEG funds and has requested additional assistance to secure additional funds, and

**WHEREAS**, the Division of Planning & Environmental Management intends to recommends award of the RBEG funds to Catskill Mountain Dairies, LLC after proper review by the evaluation team; and

**WHEREAS**, Catskill Mountain Dairies, LLC has committed funding to this project, thereby satisfying the matching funds requirement of the NYS CDBG Program; and

**WHEREAS**, the Division of Planning & Environmental Management would apply on behalf of, and administer if awarded, Catskill Mountain Dairies, LLC for \$100,000 through the CDBG Small Business grant program.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager, Chairman of the County Legislature, and / or their authorized representative (*as required by the funding source*) to execute any and all necessary documents to submit the CDBG Small Business consolidated funding application for funding; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager, and / or Chairman of the County Legislature (*as required by the funding source*) to accept the award, and enter into an award agreement or contract to administer the funding secured, in such form as the County Attorney shall approve; and

**BE IT FURTHER RESOLVED**, that should the CDBG Small Business funding be terminated, the County shall not be obligated to continue any action undertaken by the use of this funding.

**Moved by,  
Seconded by,  
and adopted on motion, 2014**

**COMBINED: LEGISLATIVE MEMORANDUM,  
CERTIFICATE OF AVAILABILITY OF FUNDS  
AND RESOLUTION COVER MEMO**

**To:** Sullivan County Legislature

**Fr:** Division of Planning & Env. Management, Freda Eisenberg, Commissioner,

**Re:** Request for Consideration of a Resolution: CDBG Microenterprise Assistance Program --  
2014 CFA Grant Application

**Date:** June 10, 2014

**Purpose of Resolution:** [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

AUTHORIZE THE DIVISION OF PLANNING AND ENVIRONMENTAL  
MANAGEMENT TO APPLY FOR A 2014 MICROENTERPRISE PROGRAM GRANT  
THROUGH THE CONSOLIDATED FUNDING APPLICATION AND THE NEW YORK  
STATE COMMUNITY DEVELOPMENT BLOCK PROGRAM (CDBG)... providing  
\$185,000 to administer a program of grants to microenterprises (1-5 employees).

**Is subject of Resolution mandated? Explain:**

No

**Does Resolution require expenditure of funds? Yes \_\_\_ No**

**If "Yes", provide the following information:**

**Amount to be authorized by Resolution: \$** \_\_\_\_\_

**Are funds already budgeted? Yes \_\_\_ No**

**If "Yes" specify appropriation code(s):** \_\_\_\_\_

**If "No", specify proposed source of funds:** \_\_\_\_\_

**Estimated Cost Breakdown by Source:**

County	\$ _____	Grant(s)	\$ <u>200,000.00</u>
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

**Verified by Budget Office:** \_\_\_\_\_

**Does Resolution request Authority to Enter into a Contract? Yes \_\_\_ No**

**If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.**

Request for Authority to Enter into Contract with [ \_\_\_\_\_ ] of  
[ \_\_\_\_\_ ]

Nature of Other Party to Contract: .

Other:

Duration of Contract: From \_\_\_\_\_ To \_\_\_\_\_

Is this a renewal of a prior Contract? Yes \_\_\_ No \_\_\_

If "Yes" provide the following information:

Dates of prior contract(s): From \_\_\_\_\_ To \_\_\_\_\_

Amount authorized by prior contract(s): \_\_\_\_\_

Resolutions authorizing prior contracts (Resolution #s): \_\_\_\_\_

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes \_\_\_ No \_\_\_

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \_\_\_\_\_

Efforts made to find Less Costly alternative:

\_\_\_\_\_  
\_\_\_\_\_

Efforts made to share costs with another agency or governmental entity:

\_\_\_\_\_  
\_\_\_\_\_

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

\_\_\_\_\_ *Not Applicable* \_\_\_\_\_

Person(s) responsible for monitoring contract (Title): \_\_\_\_\_

**Pre-Legislative Approvals:**

- A. Director of Purchasing: Kathy Jones Date 6/14/14
- B. Management and Budget: \_\_\_\_\_ Date \_\_\_\_\_
- C. Law Department: S. Jagger Date 6/11/14
- D. County Manager: John B. ... Date 6/14/14
- E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

Vetted in Planning, Environmental Management & Committee on \_\_\_\_\_

**RESOLUTION INTRODUCED BY THE PLANNING ENVIRONMENTAL MANAGEMENT AND REAL PROPERTY COMMITTEE TO AUTHORIZE THE DIVISION OF PLANNING AND ENVIRONMENTAL MANAGEMENT TO APPLY FOR A 2014 MICROENTERPRISE PROGRAM GRANT THROUGH THE CONSOLIDATED FUNDING APPLICATION AND THE NEW YORK STATE COMMUNITY DEVELOPMENT BLOCK PROGRAM**

**WHEREAS**, pursuant to Resolution 199-14 the Legislature approved the submission of grant applications through the Mid-Hudson Regional Council's Consolidated Funding Application ("CFA"); and

**WHEREAS**, pursuant to Resolution No. 249-12, the Legislature authorized the Division of Planning & Environmental Management ("DPEM") to administer \$185,000 in grant funds awarded by the New York State Community Development Block Grant ("CDBG") Microenterprise Assistance Program ("MAP") based on the County's successful 2011 application; and

**WHEREAS**, the County received a tremendous response for the limited grant funds available through the 2011 grant, beyond what could be funded; and

**WHEREAS**, DPEM has established a "Program Design" and set of procedures for administering future MAP grant funding, through its experience with the 2011 MAP grant; and

**WHEREAS**, the 2014 CFA provides an opportunity for DPEM to seek new funding to meet the unmet demand for MAP funding which would provide grants of between \$5,000 and \$35,000 to business "microenterprises" (defined as businesses five or fewer employees) in Sullivan County;

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager, Chairman of the County Legislature, and / or their authorized representative (*as required by the funding source*) to execute any and all necessary documents to submit a CDBG MAP application through the 2014 CFA; and

**BE IT FURTHER RESOLVED** that the Sullivan County Legislature specifically authorizes DPEM to apply for and, if successful, to administer a CDBG MAP grant of up to \$200,000 for the benefit of microenterprises in Sullivan County; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager, and / or Chairman of the County Legislature (*as required by the funding source*) to accept the award, and enter into an award agreement or contract to administer the funding secured, in such form as the County Attorney shall approve; and

**BE IT FURTHER RESOLVED**, that should the CDBG Microenterprise funding be terminated, the County shall not be obligated to continue any action undertaken by the use of this funding.

**Moved by,  
Seconded by,  
and adopted on motion, 2014**

**COMBINED: LEGISLATIVE MEMORANDUM,  
CERTIFICATE OF AVAILABILITY OF FUNDS  
AND RESOLUTION COVER MEMO**

**To:** Sullivan County Legislature

**Fr:** Freda C. Eisenberg, Planning Commissioner

**Re:** Request for Consideration of a Resolution: To Submit a CDBG Planning Grant Application  
re: Livingston Manor Flood Mitigation

**Date:** June 10, 2014

**Purpose of Resolution:** [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

RESOLUTION AUTHORIZING THE DIVISION OF PLANNING ... TO APPLY FOR NEW YORK STATE COMMUNITY DEVELOPMENT BLOCK GRANT PLANNING PROGRAM FUNDS FOR A PRELIMINARY ENGINEERING REPORT TO ADDRESS FLOOD MITIGATION MEASURES IN LIVINGSTON MANOR, which will allow for capital project budgeting and applications for implementation funding in 2015-16.

**Is subject of Resolution mandated? Explain:**

No

**Does Resolution require expenditure of funds? Yes  No**

**If "Yes, provide the following information:**

Amount to be authorized by Resolution: \$ 2,500.00

Are funds already budgeted? Yes  No

If "Yes" specify appropriation code(s): (In-kind staff commitment)

If "No", specify proposed source of funds: \_\_\_\_\_

**Estimated Cost Breakdown by Source:**

County	\$ <u>2,500.00</u>	Grant(s)	\$ <u>50,000.00</u>
State	\$ _____	Other	\$ <u>2,500.00</u>
Federal Government	\$ _____	(Specify)	<u>Sullivan Renaissance</u>

**Verified by Budget Office:** \_\_\_\_\_

**Does Resolution request Authority to Enter into a Contract? Yes \_\_\_\_\_ No**

**If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.**



Request for Authority to Enter into Contract with \_\_\_\_\_ of \_\_\_\_\_

Nature of Other Party to Contract: Professional \_\_\_\_\_ Other: \_\_\_\_\_

Duration of Contract: From \_\_\_\_\_ To \_\_\_\_\_

Is this a renewal of a prior Contract? Yes \_\_\_ No

If "Yes" provide the following information:

Dates of prior contract(s): From \_\_\_\_\_ To \_\_\_\_\_

Amount authorized by prior contract(s): \_\_\_\_\_

Resolutions authorizing prior contracts (Resolution #s): \_\_\_\_\_

Future Renewal Options if any: \_\_\_\_\_

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes \_\_\_ No \_\_\_

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \_\_\_\_\_

Efforts made to find Less Costly alternative:

\_\_\_\_\_  
\_\_\_\_\_

Efforts made to share costs with another agency or governmental entity:

\_\_\_\_\_  
\_\_\_\_\_

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

\_\_\_\_\_ *Not Applicable* \_\_\_\_\_

Person(s) responsible for monitoring contract (Title): \_\_\_\_\_

**Pre-Legislative Approvals:**

A. Director of Purchasing: Nancy Jones Date 6/11/14

B. Management and Budget: \_\_\_\_\_ Date \_\_\_\_\_

C. Law Department: S. J. Jorgensen Date 6/11/14

D. County Manager: John Wood Date 6/6/14

E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_

**RESOLUTION INTRODUCED BY THE PLANNING ENVIRONMENTAL MANAGEMENT AND REAL PROPERTY COMMITTEE AUTHORIZING THE DIVISION OF PLANNING AND ENVIRONMENTAL MANAGEMENT TO APPLY FOR NEW YORK STATE COMMUNITY DEVELOPMENT BLOCK GRANT PLANNING PROGRAM FUNDS FOR A PRELIMINARY ENGINEERING REPORT TO ADDRESS FLOOD MITIGATION MEASURES IN LIVINGSTON MANOR.**

**WHEREAS**, the New York State Housing Trust Fund Corporation provides funding through the Office of Community Renewal (“OCR”) under the New York State Community Development Block Grant (“NYS CDBG”) for small, rural communities and counties to undertake activities that focus on community development needs such as creating or expanding job opportunities, providing safe affordable housing, and/or addressing local public infrastructure and public facilities issues; and

**WHEREAS**, OCR has made available approximately \$25 million in NYS CDBG funding statewide through the 2014 New York State Consolidated Funding Application (“CFA”), inviting eligible applicants to submit proposals for public infrastructure, public facilities, economic development and planning projects by the application deadline of June 16<sup>th</sup>, 2014; and,

**WHEREAS**, the NYS CDBG Planning Program provides grants up to \$50,000 per project for either of two activities, Community Needs Assessments or Preliminary Engineering Reports, and whereas with these projects at least one of two national objectives must be met: 1) at least 51% of the persons who would benefit from implementation of the plan are low- and moderate-income persons; or 2) the plan addresses a slum or blighted area in the community; and

**WHEREAS**, in 2013 Livingston Manor Renaissance, the Livingston Manor Chamber of Commerce, Sullivan Renaissance and the Town of Rockland organized a series of visioning workshops to obtain input from area residents on community development priorities in the hamlet of Livingston Manor; and

**WHEREAS**, the outcome of the visioning workshops was the creation of three working groups to focus on Upper (South) Main Street Revitalization; Parks, Trails and “Walkable Communities”; and Youth Programming, as key themes for further planning and implementation measures; and

**WHEREAS**, in May 2013 the Army Corps of Engineers and New York State Department of Environmental Conservation issued their Phase 1 report of a study on flooding and flood mitigation measures for the Little Beaverkill and other water bodies that converge at Livingston Manor; and

**WHEREAS**, in early 2014 representatives from the Town of Rockland, Sullivan Renaissance and the Upper Main Street working group approached the County of Sullivan (the “County”), through the Division of Planning and Environmental Management (“SC DPEM”) and the Division of Public Works (“DPW”), seeking assistance with opportunities to fund sidewalk and stormwater infrastructure improvements in the area of Upper Main Street south of Pearl Street; and

**WHEREAS**, through further discussion, representatives from SC DPEM, the Town, Sullivan Renaissance and the Working Group determined that further needs assessment and planning were needed before funding for sidewalk improvements could be secured, and that such planning efforts should be integrated with flood mitigation measures proposed at the intersection of Main Street and Pearl Street and at the former airport property on Old Route 17, as recommended by the Army Corps of Engineers in its Phase 1 Report; and

**WHEREAS**, Livingston Manor meets the criteria for eligible project target areas under the NYS CDBG program, and focusing on this area aligns with SC DPEM’s and the County’s priority of supporting revitalization of the County’s village and hamlet “Main Street” commercial districts; and

**WHEREAS**, the Town of Rockland has offered its support, collaboration and cooperation to SC DPEM in applying to the NYS CDBG Planning Program through the 2014 CFA, to focus on Livingston Manor, and, if successful, in implementing the work plan associated therewith; and

**WHEREAS**, Sullivan Renaissance has committed funding to this project through its Technical Assistance Program, thereby satisfying the matching funds requirement of the NYS CDBG Planning Program;

**NOW, THEREFORE, BE IT RESOLVED** that the Sullivan County Legislature hereby authorizes the County Manager, Chairman of the County Legislature, and / or their authorized representative (*as required by the funding source*) to execute any and all necessary documents to submit the NYS CDBG Planning Program application for funding; and

**BE IT FURTHER RESOLVED** that the Sullivan County Legislature specifically authorizes SC DPEM to apply for and, if successful, to administer a NYS CDBG Planning Program grant of up to \$50,000 on behalf of and in collaboration with the Town of Rockland and other partners listed above, in order to conduct a Preliminary Engineering Report focused on flood mitigation measures for Livingston Manor; and

**BE IT FURTHER RESOLVED** that the Sullivan County Legislature hereby authorizes the County Manager, and / or Chairman of the County Legislature (*as required by the funding source*) to accept the award, and enter into an award agreement or contract to administer the funding secured, in such form as the County Attorney shall approve; and

**BE IT FURTHER RESOLVED** that, should the NYS CDBG Planning Program funding be terminated, the County shall not be obligated to continue any action undertaken by the use of this funding.

Moved by,

Seconded by,

and adopted on motion, June \_\_\_\_ 2014

**COMBINED: LEGISLATIVE MEMORANDUM,  
CERTIFICATE OF AVAILABILITY OF FUNDS  
AND RESOLUTION COVER MEMO**

**To:** Sullivan County Legislature

**Fr:** Freda C. Eisenberg, Planning Commissioner

**Re:** Request for Consideration of a Resolution: To Submit a New York Main Street Application for Jeffersonville through 2014 CFA

**Date:** June 10, 2014

**Purpose of Resolution:** [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

...AUTHORIZING DIVISION OF PLANNING... TO APPLY FOR A NEW YORK MAIN STREET PROGRAM GRANT [\$250,000] THROUGH THE 2014 NEW YORK STATE CFA TO SUPPORT A VILLAGE OF JEFFERSONVILLE MAIN STREET PROGRAM... making grants available for property owners' and businesses to revnovate mixed-use (commercial and residential) buildings in the Village's Downtown/Main Street Target Area.

**Is subject of Resolution mandated? Explain:**

No \_\_\_\_\_  
\_\_\_\_\_

**Does Resolution require expenditure of funds? Yes  No**

**If "Yes", provide the following information:**

Amount to be authorized by Resolution: \$ 6,250.00

Are funds already budgeted? Yes  No

If "Yes" specify appropriation code(s): (In-kind staff commitment)

If "No", specify proposed source of funds: \_\_\_\_\_

**Estimated Cost Breakdown by Source:**

County	\$ <u>6,250.00</u>	Grant(s)	\$ <u>250,000.00</u>
State	\$ _____	Other	\$ <u>8,500.00</u>
Federal Government	\$ _____	(Specify)	<u>Sullivan Renaissance Cash &amp; InKind</u>

**Verified by Budget Office:** \_\_\_\_\_

**Does Resolution request Authority to Enter into a Contract? Yes \_\_\_\_\_ No**

**If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.**

Request for Authority to Enter into Contract with \_\_\_\_\_ of \_\_\_\_\_

Nature of Other Party to Contract: Professional \_\_\_\_\_ Other: \_\_\_\_\_

Duration of Contract: From \_\_\_\_\_ To \_\_\_\_\_

Is this a renewal of a prior Contract? Yes \_\_\_ No

If "Yes" provide the following information:

Dates of prior contract(s): From \_\_\_\_\_ To \_\_\_\_\_

Amount authorized by prior contract(s): \_\_\_\_\_

Resolutions authorizing prior contracts (Resolution #s): \_\_\_\_\_

Future Renewal Options if any: \_\_\_\_\_

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes \_\_\_ No \_\_\_

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \_\_\_\_\_

Efforts made to find Less Costly alternative:

\_\_\_\_\_  
\_\_\_\_\_

Efforts made to share costs with another agency or governmental entity:

\_\_\_\_\_  
\_\_\_\_\_

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

\_\_\_\_\_ *Not Applicable* \_\_\_\_\_

Person(s) responsible for monitoring contract (Title): \_\_\_\_\_

**Pre-Legislative Approvals:**

- A. Director of Purchasing: *Karyn Jones* Date 6/11/14
- B. Management and Budget: \_\_\_\_\_ Date \_\_\_\_\_
- C. Law Department: *S. Yaggen* Date 6/11/14
- D. County Manager: *John Bond* Date 6/11/14
- E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_

**RESOLUTION INTRODUCED BY PLANNING ENVIRONMENTAL MANAGEMENT AND REAL PROPERTY COMMITTEE AUTHORIZING THE DIVISION OF PLANNING AND ENVIRONMENTAL MANAGEMENT TO APPLY FOR A NEW YORK MAIN STREET PROGRAM GRANT THROUGH THE 2014 NEW YORK STATE CONSOLIDATED FUNDING APPLICATION TO SUPPORT A VILLAGE OF JEFFERSONVILLE MAIN STREET PROGRAM.**

WHEREAS, the New York State Housing Trust Fund Corporation provides funding through the Office of Community Renewal (“OCR”) under its New York Main Street (“NYMS”) program for downtown, “Main Street” revitalization initiatives, including renovation of mixed-use, commercial and residential buildings, public space enhancements, housing and local economic development; and

WHEREAS, OCR has made available \$4 million statewide through the 2014 New York State Consolidated Funding Application (“CFA”), inviting eligible applicants to submit proposals for funding requests ranging between \$50,000 and \$250,000 by the application deadline of June 16<sup>th</sup>, 2014; and,

WHEREAS, in 2009 Jeffersonville Enhances More of Sullivan (“JEMS”) and Sullivan Renaissance organized a visioning workshop to seek and obtain input from Village residents on community development priorities focused on the downtown, Main Street (also known as New York State Route 52) district, and,

WHEREAS, in 2013 the Village of Jeffersonville (the “Village”) appointed a Community Outreach Committee (“COC”) charged with revitalization and rejuvenation of the Main Street district and adjacent areas; and,

WHEREAS, in early 2014 the Village, COC, JEMS and Sullivan Renaissance approached the Sullivan County Division of Planning and Environmental Management (“SC DPEM”) to explore strategies and grant opportunities for revitalizing the Main Street district, including a potential application to the NYMS program modeled on SC DPEM’s 2010-13 River Corridor Main Street Program; and

WHEREAS, SCDPEM has identified revitalization of the County’s village and hamlet Main Streets as a priority and has also identified Jeffersonville as a key commercial and civic hub of the County’s traditional dairy farming and agricultural area, as well as a destination for regional tourism to the County; and

WHEREAS, after considerable outreach and community input, COC’s efforts have resulted in continued and growing interest among Main Street property owners and entrepreneurs on revitalizing the commercial district as well as in other initiatives identified in the visioning workshop; and

WHEREAS, SC DPEM now seeks authorization from the Legislature to work with the Village other partners on applying for a NYMS grant in the 2014; and

WHEREAS, Sullivan Renaissance has pledged funding from its “Business to Business” program for 2015 to businesses in the Jeffersonville NYMS “Target Area” and has committed an in-kind “match” of personnel time to support SC DPEM and the Village on a NYMS program effort in Jeffersonville;

NOW, THEREFORE BE IT RESOLVED THAT SC DPEM shall be authorized to apply for \$250,000 in 2014 NYMS funding in collaboration with the Village and, if awarded, to administer funds for downtown, Main Street revitalization projects as part of a Jeffersonville Main Street Program; and



BE IT FURTHER RESOLVED that the Sullivan County Legislature authorizes SC DPEM to commit up to \$6,250 in personnel time as a match of in-kind resources to support the project; and

BE IT FURTHER RESOLVED that, if awarded, the County Manager shall be authorized to execute and all contracts and other documents necessary for the County to receive and administer NYMS grant funds related to the proposed program.

Moved by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ and duly adopted on Motion, June \_\_\_\_\_, 2014.

**COMBINED: LEGISLATIVE MEMORANDUM,  
CERTIFICATE OF AVAILABILITY OF FUNDS  
AND RESOLUTION COVER MEMO**

**To:** Sullivan County Legislature

**Fr:** Division of Planning & Environmental Management, Freda Eisenberg, Commissioner

**Re:** Request for Consideration of a Resolution: **TO AUTHORIZE GRANT APPLICATION FOR COMPREHENSIVE SPACE STUDY**

**Date:** 6/11/14

**Purpose of Resolution:** [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

The resolution will support the application for a grant to fund a comprehensive study of current space use, and future space needs, coupled with an in-depth analysis of energy use as a necessary first step towards implementation of the County's energy and GHG reduction goals. The project will assist the County in efficient use of its facilities, and potentially identify cost-saving measures.

**Is subject of Resolution mandated? Explain:**

No.

**Does Resolution require expenditure of funds? Yes  No**

**If "Yes, provide the following information:**

**Amount to be authorized by Resolution: \$** \_\_\_\_\_

**Are funds already budgeted? Yes  No**

**If "Yes" specify appropriation code(s):** \_\_\_\_\_

**If "No", specify proposed source of funds: in-kind match of staff time through all**

<b>Estimated Cost Breakdown by Source:</b>		<b>Departments</b>	
<b>County</b>	\$ _____	<b>Grant(s)</b>	\$250,000.00
<b>State</b>	\$ _____	<b>Other</b>	\$84,000.00
<b>Federal Government</b>	\$ _____	<b>(Specify)</b>	<u>in-kind match</u>

**Verified by Budget Office:** \_\_\_\_\_

**Does Resolution request Authority to Enter into a Contract? Yes  No**

**If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.**

Request for Authority to Enter into Contract with [ \_\_\_\_\_ ] of  
[ \_\_\_\_\_ ]

Nature of Other Party to Contract: .

Other:

Duration of Contract: From \_\_\_\_\_ To \_\_\_\_\_

Is this a renewal of a prior Contract? Yes \_\_\_ No \_\_\_

If "Yes" provide the following information:

Dates of prior contract(s): From \_\_\_\_\_ To \_\_\_\_\_

Amount authorized by prior contract(s): \_\_\_\_\_

Resolutions authorizing prior contracts (Resolution #s): \_\_\_\_\_

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes \_\_\_ No \_\_\_

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \_\_\_\_\_

Efforts made to find Less Costly alternative:

\_\_\_\_\_  
\_\_\_\_\_

Efforts made to share costs with another agency or governmental entity:

\_\_\_\_\_  
\_\_\_\_\_

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

\_\_\_\_\_ *not Applicable* \_\_\_\_\_

Person(s) responsible for monitoring contract (Title): \_\_\_\_\_

**Pre-Legislative Approvals:**

- A. Director of Purchasing: Kathy Jones Date 6/11/14
- B. Management and Budget: \_\_\_\_\_ Date \_\_\_\_\_
- C. Law Department: S. Gasque Date 6/11/14
- D. County Manager: John Ross Date 6/6/14
- E. Other as Required: \_\_\_\_\_ Date \_\_\_\_\_

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_

**RESOLUTION INTRODUCED BY THE PLANNING ENVIRONMENTAL MANAGEMENT AND REAL PROPERTY COMMITTEE TO AUTHORIZE APPLICATION FOR FUNDING FOR THE COMPREHENSIVE SPACE AND ENERGY UTILIZATION STUDY FOR COUNTY BUILDINGS AND FACILITIES**

**WHEREAS**, County of Sullivan has implemented a series of resolutions and actions to improve the energy efficiency of County-owned facilities and reduce GHG emissions from County operations, including acceptance of the SC Climate Action Plan in April 2014; and

**WHEREAS**, the Sullivan County Division of Public Works has identified a comprehensive study of current space use, future space needs and in-depth analysis of energy use as a necessary first step towards implementation of the County's energy and GHG reduction goals; and

**WHEREAS**, the need for the study arises from the County's aging and energy inefficient building stock, staff reductions and reconfigurations in recent years, and the County's commitment to operating in a more sustainable and energy efficient manner: and

**WHEREAS**, funding for such a study is available on a competitive basis through the NYS Cleaner Greener Communities funding initiative; and

**WHEREAS**, such a study funding would benefit the County by identifying opportunities for increased operational efficiency and cost savings; and

**WHEREAS**, the nature of such a study would involve participation from all divisions of County government, allowing the County to provide the required 25% match for the project, with staff commitments spread over a 15-month period;

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager, Chairman of the County Legislature, and / or their authorized representative (*as required by the funding source*) to execute any and all necessary documents to submit the Cleaner Greener Communities application for funding; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Legislature hereby authorizes the County Manager, and / or Chairman of the County Legislature (*as required by the funding source*) to accept an award of up to \$250,000, and enter into an award agreement or contract to administer the funding secured, and provide an in-kind match of up to \$84,000 in staff time, in such form as the County Attorney shall approve; and

**BE IT FURTHER RESOLVED**, that should the Cleaner Greener Communities funding be terminated, the County shall not be obligated to continue any action undertaken by the use of this funding.

**Moved by,  
Seconded by,  
and adopted on motion, 2014**

# Projects & Status

as of June 6, 2014

## I. Admin

Task	Current Status	Notes/Issues
Planner hire	<ul style="list-style-type: none"> <li>Complete; Travis North starts June 9th</li> </ul>	Candidate brings skills in GIS and graphic communications, along with degrees in planning and landscape architecture

## II. Grants

### Grants - Applications Pending

Project Name	Description	Sponsoring Agency/\$	Lead	Due date	Current Status	Next Steps	Notes/Issues
RBEG Small Business Development	Preapplication	USDA	JW	April 2 <sup>nd</sup>	<ul style="list-style-type: none"> <li>Completed; pending review</li> </ul>	<ul style="list-style-type: none"> <li>USDA Rep reports review will proceed in June</li> </ul>	
Common Waters Appalachian Gateway Communities Oral Histories Project	Supported B-Traditions in pursuing grants to create a pilot for tourism project to create oral histories along Upper Delaware accessible by cell phone. Initial phase on PA-side	Appalachian Gateway Communities Initiative Seed Grant	HJ	April 25 <sup>th</sup>	<ul style="list-style-type: none"> <li>Completed; awarded</li> <li>DPEM staff pursued potential CFA to bring project to Sullivan communities; no lead identified</li> </ul>	<ul style="list-style-type: none"> <li>B-Trads is lead, Pinchot Institute will act as pass through for funds.</li> <li>Pursue through UDC TAG grants</li> </ul>	

**Grants - Upcoming Opportunities**

Project Name	Description	Sponsoring Agency/\$	Lead	Due date	Current Status	Next Steps	Notes/Issues
CFA	NYS Consolidated Funding Application Round for 33 State programs – economic development-oriented	Multiple	FE	June 16	<ul style="list-style-type: none"> <li>Eight County applications being developed for County submission</li> </ul>	<ul style="list-style-type: none"> <li>Complete &amp; submit applications by 6/16</li> </ul>	
NYS CDBG	Public Infrastructure, Small Business Assistance, Microenterprise	NYS Homes & Community Renewal		6/30	<ul style="list-style-type: none"> <li>Public hearing held 5/15</li> <li>Application for targeted affordable housing rehab being considered in conjunction with RUPCO</li> </ul>		
Common Waters Oral Histories	Opportunity to bring template to NY side of the river	TAG from UDC	HJ		<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>	Can be by town or by county
Grant Calendar	Joint project of Planning, Grants & County Manager			ongoing	<ul style="list-style-type: none"> <li>Project on hold during CFA process</li> </ul>	<ul style="list-style-type: none"> <li>Complete once CFA applications are filed</li> </ul>	

**III. Grants - Projects**

Project Name	Description	Sponsoring Agency/\$	Lead	Due date	Current Status	Next Steps	Notes/Issues
Microenterprise Assistance Program		CDBG	JW		<ul style="list-style-type: none"> <li>Awaiting State monitoring program prior to close-out</li> </ul>		Program oversubscribed – market loan programs to those who did not get grants?
RBOG-CEDS	Ec Dev Plan	USDA	JW/FE	Evaluation to USDA prior to 10/14	Needs close out; No May activity; complete draft anticipated end of June	see below	



**III. Grants - Projects**

Project Name	Description	Sponsoring Agency/\$	Lead	Due date	Current Status	Next Steps	Notes/Issues
Monticello: NY Main Streets Technical Assistance		FA	EC		<ul style="list-style-type: none"> <li>Restarted w/ Village mtgs wk of 4/28</li> </ul>	<ul style="list-style-type: none"> <li>Walk-thru 5/5</li> <li>Begin outreach to owners</li> </ul>	<ul style="list-style-type: none"> <li>Grant project coupled with tech assistance requests from Village on zoning amendments</li> <li>Link to other MoLifa initiatives</li> </ul>
HOME Rental Rehab	Rental Rehab	NYS HCR	HJ		<ul style="list-style-type: none"> <li>Close out process initiated with funding agency</li> </ul>	<ul style="list-style-type: none"> <li>Pending HCR comments on marketing plan for remaining untenanted site</li> </ul>	<ul style="list-style-type: none"> <li>Funding agency will not close project until all rehab units have tenants</li> </ul>
HOME Homeowner Rehab	Homeowner Rehab	NYS HCR	EC	5/31	<ul style="list-style-type: none"> <li>All work completed on seven homes</li> </ul>	<ul style="list-style-type: none"> <li>Complete project closeout</li> </ul>	
RBEG – Dairy Processing RBEG	Dairy Processing Equipment Lease	USDA-RD	JWMM	10/31/14	<ul style="list-style-type: none"> <li>County working with Applicant on CDBG application under CFA for additional project support</li> </ul>	<ul style="list-style-type: none"> <li>Committee review meeting scheduled for first week in July</li> </ul>	<ul style="list-style-type: none"> <li>Hudson Valley Agribusiness assisting applicant with business plan</li> </ul>
NYMS – River Corridor	Downtown revitalization	DHCR	EC		<ul style="list-style-type: none"> <li>In closeout process</li> </ul>	<ul style="list-style-type: none"> <li>Closeout expected in July</li> </ul>	
CDBG – Housing Rehab		DHCR	EC		<ul style="list-style-type: none"> <li>Have closeout documents from the State</li> </ul>	<ul style="list-style-type: none"> <li>Project close-out</li> </ul>	
RBOG – Transportation	Coordinated Plan	USDA-RD	EC		See Transportation Plan below		
SC Farmland Protection Plan Update	Update 1999 Ag 7 Farmland Protection Plan	NYS Ag & Mkts	MIM		See Ag Plan below		
LWRP 1, 2 & 3	River corridor focus	NYS DOS	HJ		See LWRP below		

**IV. Studies, Plans & Reports**

Project Name	Sponsoring Agency/\$	Lead	Start Date	Due date	Current Status	Next Steps & Due Date	Notes/Issues
Economic Development Strategic Plan	USDA - RBOG	JW/FE	Evaluation due 10/14		<ul style="list-style-type: none"> <li>No action in May, draft anticipated end of June</li> </ul>	<ul style="list-style-type: none"> <li>Complete edits</li> <li>Schedule Steering committee meeting to review final draft and discuss CFA priorities</li> </ul>	
Comprehensive Coordinated Transportation Plan (CCTP)	RBOG funded grant, \$75k	EC	4/1	12/31/2014	<ul style="list-style-type: none"> <li>Data collection phase nearing completion, with the exception of:                             <ul style="list-style-type: none"> <li>user survey, which is just being released</li> <li>Employer focus group, scheduled for June 25<sup>th</sup></li> <li>Community meeting, scheduled for July 8<sup>th</sup></li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Next steering committee meeting 6/26</li> <li>Distribute and promote user surveys</li> <li>Promote community meeting</li> </ul>	
Agricultural Protection Plan	NYS Ag & Mkts	MM	10/1/2013	2/1/2015	<ul style="list-style-type: none"> <li>Material received on focus group, survey results, and ag census data</li> <li>Preliminary plan vision and definitions of agriculture reviewed and discussed</li> </ul>	<ul style="list-style-type: none"> <li>Next Committee Meeting 6/19</li> </ul>	Project on track
LWRP	NYS DOS	HJ		12/31/14	<ul style="list-style-type: none"> <li>Extension granted through end of year</li> <li>Review and revisions of initial draft half complete</li> </ul>	<ul style="list-style-type: none"> <li>Complete first draft revisions</li> </ul>	
LWRP River Access Plan	Under LWRP	HJ			<ul style="list-style-type: none"> <li>CFA grant for implementation being prepared</li> <li>Assisted access site community with acquisition</li> </ul>	<ul style="list-style-type: none"> <li>Consultant revisions to be reviewed at 6/12 meeting</li> </ul>	
LWRP Parking Study	With Orange County				<ul style="list-style-type: none"> <li>Responses to RFP received, consultants interviewed on 6/5</li> </ul>	<ul style="list-style-type: none"> <li>Complete consultant selection process</li> </ul>	
Climate Action Plan	Prepared by SASD,				<ul style="list-style-type: none"> <li>Working with SASD on CFA application for implementation of space utilization study recommendation</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>	

**V. Projects**

Project Name	Description	Lead	Start Date	Due date	Current Status	Next Steps	Notes/Issues
Emerald Corporate Center	Corporate Park Development	FCE			dormant	<ul style="list-style-type: none"> <li>• Project needs revisiting; committee mtg, etc.</li> <li>• Schedule board meeting</li> <li>• Review of contracts needed</li> <li>• ABO documents need to be filed                             <ul style="list-style-type: none"> <li>○ Annual, procurement, investment &amp; certified audit reports for 2012 &amp; 2013</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Project one of several noted in Ec Dev plan for marketing; consider RFEI</li> </ul>

**VI. Committees/Task Forces**

Legislative Committees			
Name	Lead	Agenda Discussion	Notes/Issues
CEDS Committee	FE/JW	--	
Ag & Sustainability Committee Mtg	MM		
Planning, Environmental Management & Real Property	FE	--	6/13

Non Legislative Committees			
Name	Lead	Next Mtg Date	Notes/Issues
Sullivan – Wawarsing REAP Corp	JW	5/13/14	
Emerald Corporate Center	FE		
Emerald Springs Water Corp	FE		
Green Tourism Working Group	HJ		
Ag and Farmland Protection Board	MM	6/19	Review of ag district applications complete; letters sent to applications; public hearing set for 6/19
Ag Advisory Committee	MM		
Casino Impact Committee	FE/JW		
Housing Task Force	EC		Meetings help with RUPCO on potential projects in Monticello
Common Waters	HJ		Planning expansion of oral history project (see grants above)

Upper Delaware Scenic byway	HJ	
Trailkeeper	HJ	
Upper Delaware Roundtable?	HJ	
YEGG	HJ	

**VII. 239 Reviews**

**VIII. Revolving Loan Programs**

- Meeting planned with Revolving Loan Advisory Committee in early July to:
  - Review issues with existing loans
  - Address project monitoring
  - Plan for expanded outreach
  - Assess use of funds, program effectiveness, etc.

**IX. Constituent Service/Outreach**

- Commissioner attended Town Supervisors meeting on May 7<sup>th</sup>, minimal interest in planning assistance
- Outreach to planning boards and other constituencies needed
- Initiated dialogue with Chamber to on existing small business services and future expansions/potential collaborations

# S.C.R.P.T.S. DEED/SUBDIVISION REPORT

MONTH OF			May		2014			
					DEEDS		SUBDIVISION LOTS	
SUBDIVISION LOTS	DEEDS	TOWN	MONTH	2013	2014	2013	2014	
	13	BETHEL	JANUARY	259	228	0	8	
2	9	CALLICOON	FEBRUARY	231	200	3	8	
	5	COCHECTON	MARCH	171	205	6	14	
	10	DELAWARE	APRIL	164	195	6	18	
	21	FALLSBURG	MAY	301	194	20	4	
	13	FORESTBURGH	JUNE					
	8	FREMONT	JULY					
	12	HIGHLAND	AUGUST					
	17	LIBERTY	SEPTEMBER					
	11	LUMBERLAND	OCTOBER					
2	22	MAMAKATING	NOVEMBER					
	7	NEVERSINK	DECEMBER					
	9	ROCKLAND	TOTAL	1126	1022	35	52	
	35	THOMPSON						
	2	TUSTEN						
4	194							
		<b>1022 NEW DEEDS RECEIVED IN 2014</b>						
		<b>52 NEW SUBDIVISION LOTS FILED IN 2014</b>						

This report reflects the number of deeds received for processing during May 2014.

0 units of the Subdivision lots total for May 2014 were Condominiums