



Sullivan County

100 North Street
Monticello, NY 12701

Planning, Real Property and Economic Development Committee

Meeting Agenda - Final

Chairman Ira Steingart
Vice Chairman Michael Brooks
Committee Member George Conklin
Committee Member Nadia Rajsz
Committee Member Nicholas Salomone Jr.

Thursday, March 2, 2023

10:00 AM

Government Center

Call To Order and Pledge of Allegiance

Roll Call

Comments:

Reports:

1. Division of Planning [ID-5331](#)
Attachments: [February 23](#)
[Jan 23 AG report](#)
2. County Treasurer
3. Division of Community Resources [ID-5353](#)
Attachments: [2023 PCD DCR March Report](#)
[Construction Trades](#)
4. Real Property Tax Services [ID-5328](#)
Attachments: [Real Property Tax Services Monthly Report for 1.2023](#)
3. Visitor's Association [ID-5339](#)
Attachments: [EDC Report 2_23.pdf](#)
4. IDA [ID-5340](#)
Attachments: [02-23 IDA Activity Report.docx](#)
5. Partnership for Economic Development
6. Chamber of Commerce

Discussion:

Public Comment

Resolutions:

1. Agreement with Caring SLP, Psychology, OT and Nutrition Services PLLC, and Sullivan County Office for the Aging [ID-5308](#)
Sponsors: Office for the Aging and Deoul
2. Authorize modification of Youth Bureau Funding Program correct names of programs [ID-5321](#)
Sponsors: Office for the Aging and Deoul
4. To Authorize A Contract with RUPCO Inc. to Administer Consulting Services for Housing Related Programs. [ID-5326](#)
5. To Modify a Contract for Professional Services with Alta Planning & Design Inc. for work on the O & W Rail Trail. [ID-5327](#)
6. TO CORRECT THE 2023 TAX ROLL OF THE TOWN OF THOMPSON FOR TAX MAP #10.-3-6.1 [ID-5329](#)

Adjourn



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5331

Agenda Date: 3/2/2023

Agenda #: 1.



DIVISION OF PLANNING, COMMUNITY DEVELOPMENT & ENVIRONMENTAL MANAGEMENT

ACTIVITY REPORT

February 2023

CONTENTS

- I. Planning
- II. Sustainable Energy
- III. Parks, Recreation & Beautification
- IV. Grants
- V. Agriculture & Farmland Protection

I. PLANNING ACTIVITY

Land Use Planning & Technical Assistance:

- **GML-239 Referrals**
 - 10 referrals received, with actions in 5 municipalities; 50% of the activity in the Town of Liberty

GML-239 Referrals, January 2023					
Date Received	Date Requested	Project Name	Action Type	Referral ID #	Legislator
1/27/2023	2/6/2023	Camp Yeshiva	Special Use Permit	LIB23-02	Luis Alvarez
1/27/2023	2/6/2023	Mizrahi Subdivision	Subdivision Review	LIB23-01	Luis Alvarez
2/2/2023	2/21/2023	Rason Gholian	Area Variance	LIB23-03	Luis Alvarez
2/16/2023	3/13/2023	Wagschal Site Plan	Special Use Permit	LIB23-06	Luis Alvarez
2/16/2023	3/13/2023	Bais Yaakov Council	Special Use Permit	LIB23-05	Luis Alvarez
2/16/2023	3/13/2023	Camp Bnos	Special Use Permit	LIB23-04	George Conklin III
2/9/2023	3/21/2023	Site Plan Review		THO23-02	Alan Sorensen
2/15/2023	3/8/2023	13 Sheri Lane Storage Facility	Special Use Permit	CAL23-01	George Conklin III
1/30/2023	2/14/2023	Norden Subdivision	Subdivision Review	DEL23-01	George Conklin III
2/15/2023	3/8/2023	KJ Estates Duplex Development	Site Plan Review	FAL23-01	Ira Steingart

- **Land Use, Strategic and Comprehensive Planning**
 - *Housing Plan:*
 - Received three responses to RFP for services to support implementation of the Housing Plan and related housing projects on January 13th. Resolution submitted to authorize contract with RUPCO, which proposed for a portion of the services needed. Primary implementation of the Housing Plan may be awarded to a second entity; proposal under review and discussion.
 - *Neversink Watershed Management Plan:*
 - Second in the series of public engagement event held virtually on 1/30; next event March 1st, 6:00-7:00; click here to participate <https://us02web.zoom.us/j/85903890947#success>
 - Met with DPW to explore funding opportunity for improvement of culverts assessed as part of the project
 - *Countywide Resiliency Plan:*
 - Existing Conditions Inventory phase -- stakeholder interviews continue, website content under review and revision
 - *Countywide Bicycle & Pedestrian Plan:*
 - Project commencement pending execution of award agreement with the NYS DEC via the Climate Smart Communities Grant Program.
 - Conducting project related training and outreach activities; see below.
- **Technical Assistance & Training**
 - February 15th: First of series of Agricultural Trainings held in partnership with CCE and the County Ag Board; covering ag districts and ag assessments, right-to farm law, ag data statements, GML-239 reviews, etc. Planning Commissioner and Real Property Director presented, along with CCE and NYS Ag and Markets staff.
 - February 16th: Planning staff participated in Funding for Safe Routes virtual conference organized through CCE's Healthy Schools and Communities Initiative.
 - February 28th: Annual training for Planning and Zoning Board members presented by the NYS Department of State; will cover planning and zoning to support walking and biking, and the Comprehensive Plan. 40+ registrants to date; total attendance to be reported in March.

Recreation, Quality of Life & Tourism-based Economic Development

- **Sullivan O&W Rail Trail**
 - Focus in February on preparation of federal RAISE grant application, and on response to NYS DOT comments on Neversink Crossing design report.

- 2023 snO&W event to take place on Saturday, February 25th @ 10am. Event will showcase Mamakating trail.
- **New County Park Project (Callicoon)**
 - Kick-off meeting and subsequent site visit held with partners on National Fish and Wildlife Foundation grant to support site clean up, invasive species remediation and public outreach
 - Commencement of design work for parking, access and trails pending completion of contract execution with LVA Associates
- **Highland Access Improvements**
 - Project on hold for the season; will resume in Spring

Community Development & Revitalization

- **Round 7 Restore New York grant**
 - Application completed and submitted
- **Sullivan County Land Bank Corporation (SCLBC)**
 - Work progressing on lease to the Black Library Project for the ground floor of the Key Bank building on Broadway
 - Applicants for purchase and redevelopment of 91 Chestnut Street, Liberty (aka Spanish Castle, Yeager Mansion) completed presentations to the Board at its February meeting. Board will make a determination on disposition in early March.
 - Miscellaneous property maintenance work:
 - Removal of downed tree across 91 Chestnut after winter storm
 - Relocating squatter who parked an RV mobile home on a Land Bank-owned vacant lot
 - New grant focus on NYS's Land Bank Initiative Phase 2
 - Working with EPA on hazardous materials assessment of the Broadway Theater. In addition to providing needed information for redevelopment, the activity, funded through the EPA Brownfield Assessment grant to the County, will be used as a match to close out the grant for the ESD-funded feasibility study
 - Developer purchasing 8 vacant lots for new single family home construction has requested 2 more to meet requirements of NYS funding program; in discussion
- **CDBG Housing**
 - **Manufactured Home Replacement**
 - 5 applications received
 - 4 applications reviewing and/or site inspecting- All good projects waiting for THPO 30 day hold then we will formally commit funding &152K each
 - 1 apps denied/withdrawn

- Home Repair
 - 6 applications received
 - 4 applications reviewing and/or site inspecting
 - 1 application withdrawn
 - \$25,000 committed funds
- Homebuyer Assistance
 - 3 applications reviewed and deemed eligible; applicants having difficulty finding a home to purchase

Economic Development

- **CDGB grants**
 - Bids received for air purification equipment for The Center for Discovery CDBG Cares grant; responses being reviewed by TCFD.
- **Revolving Loan Fund**
 - Payments on all loans are current
 - Committee reviewing new restaurant application to be located in Town of Liberty

Administration

- Focusing on transition as Deputy Commissioner Jill Weyer departs on February 24 after 22 years with County Planning
- New Planner, Justin Rocque, started on February 14
- Recruitment continues for remaining open positions:
 - Housing and Community Development Coordinator
 - Grant Writer (Department of Grants Administration)
 - Deputy Commissioner

II. OFFICE OF SUSTAINABLE ENERGY (OSE)

Projects

- The County is finally reaping the benefits of a hydroelectric initiative that began in 2015. On May 31, 2022, the hydroelectric facility (operated on behalf of the County by Gravity Renewables, Inc.) located on Goodyear Lake received approval for interconnection. In 2022 the facility generated 1,275,690 kWh of electricity, for which the County received monetary credits on our NYSEG bills. The County cost of generated electricity was approximately \$110,000, and the monetary value of credits received was approximately \$127,500 (savings of \$17,500). In addition, the County retains ownership of the Renewable Energy Credits (RECs), which bolsters our portfolio of clean energy resources and reduces overall emissions for County operations.
- The energy capital improvement project at SUNY Sullivan is nearly complete; window installation will be done after the spring semester ends and commissioning of installed equipment is ongoing. County staff are exploring federal guidance to determine of the

County can take advantage of tax credits recently made accessible to local governments as part of the Bipartisan Infrastructure Bill.

Public, Agency, and NYS Engagement

- OSE has been fielding an increased volume of calls pertaining to interest in installing solar arrays on homes and businesses. Information on incentives available via NYSERDA and tax incentives at both the state and federal level is being provided. However, it has become very clear that there is a shortage of capacity for certified solar installers to keep up with current demand. OSE introduced staff of the Mid-Hudson Clean Energy Hub to key staff for SC Center for Workforce Development, and events are being planned to connect potential employees with employers in the clean energy industry.
- OSE staff have been conducting research into the State's Septic Replacement Program and collecting data that could establish a case for Sullivan County to be included for future rounds of funding. This funding would offset costs of septic replacement to private homeowners.
- Attended the NYSAC 2023 Legislative Conference, serving on the Standing Committee on Climate Action and moderating a workshop.

III. PARKS, RECREATION & BEAUTIFICATION

Park Planning and Management

- RFP for Design, Engineering and Permitting Services
 - Ongoing work to completed contracts with selected firms.
- Staffing
 - Filled Parks Manager position for summer 2023
 - Continuing to recruit for seasonal summer positions for Lake Superior State Park and the Sullivan County Clean Team.
- Lake Superior
 - Ongoing work with NYS Parks and PIPC staff on receiving approval for the building of the trails on the Westside of Lake Superior. The trails will be developed in a three-phase approach, over the next few years, for a total of six-miles of primitive hiking trails.
- Callicoon new park
 - Working with Planning, OSE, and Grants staff on development, as noted above.
- **Parks & Rec Events**
 - Concert held at the Sullivan County Historical Societ museum on Saturday, February 11th

IV. GRANTS

Administration

- Amplifund
 - Substantial efforts made to accelerate the implementation of Amplifund Grants Management Software. Information pertaining to County policy and processes related to grants management has been forwarded to the implementation team and several meetings have been held. County staff continue to gather information and data on current grants to input into the new software.
- Ongoing recruitment for the open grantwriter position

V. AGRICULTURE & FARMLAND PROTECTION

- CCE January Ag and Food systems report below

FUTURE WORKSHOPS

Farm & Food Business Planning Series returns for two – 6-part series. The Farm Business weekly Series run Feb 28th - March 16th (Tuesdays & Thursdays) and the Food Business weekly Series runs April 4th-April 20th (Tuesdays & Thursdays)

(Part 1) Agricultural Training Series for Municipal Officials: Agricultural Districts vs Agricultural Assessments: Wednesday, February 15th @ 6pm at Mamakating Town Hall. Municipal officials will hear from NYS Dept. Of Ag & Markets and CCE staff about what agricultural assessments and agricultural districts are and how they apply to the local municipality and ag community. Municipal officials will receive 1.5 hrs of training credits.

(Part 2) Agricultural Zoning Training Series: Wednesday April 26th 5:30-7:30pm Location TBD. Learn about different farm friendly zoning and farmland preservation techniques and how to implement them in your municipality. This workshop is open to municipal officials as well as the general public who would like to learn more about land use and agriculture.

Integrated Pest Management for your Home Garden: Thursday, February 23rd 6-7:30pm. Participants will learn how to prevent and manage pests and disease in their home garden by biological, physical and cultural methods.

TECHNICAL ASSISTANCE:

Farm Visits: 2 Technical Assistance/Inquiries: 67 Soil Tests: 7 Hay Tests: 3

Agritourism, FSMA, Business and Marketing Plans, Sales Channels, beginning farmer, livestock pricing, poultry production, plant pests, disease and ID, cover crops, hay testing, whole farm planning, farmers markets, Farm to School, ag assessment, financial planning, soil tests, agricultural districts, Grant and Funding sources, livestock feed efficiency and agricultural energy resources.

Horticulture Program: Technical Assistance was provided to 10 individuals. Topics consisted of tree and orchard care, information on arborists to help with fruit tree maintenance and winterizing gardens.

Catskills Kitchen Program: We currently have 5 renters using the kitchen. We provided technical assistance to 5 inquiries on licensing and permitting for Dept of Health Commissary, NYS-DAM 20c licensing, and assistance on how to start an incubator and teaching kitchen.

PROJECTS/UPDATES

- **SC Agriculture and Farmland Protection Board.** The Board met in January and recommended to appoint new members to the board. The Eight Year Review for Agricultural District #4 is up in 2023. We developed a plan to implement this review and will meet in May to review revisions. The Board is also developing a letter for NYS regarding the need to cover the expenses for detecting viruses, such as Avian Flu, in order to help to control the spread.
- **Farm to School:** NYS released a new source of funding to help schools purchase NYS Farm products. CCE staff assisted food service directors with this application and continue to provide support for procurement.
- **Farm Food Safety Grant:** Staff are Preparing and planning for upcoming farm food safety workshops. We are currently working on outreach to farmers in our region. Staff are attending a Farm Food Safety meeting with farmers to explain the current grant program.

Get Everything You Need to Start or Grow

YOUR FARM BUSINESS

Are you starting, or do you own an existing Farm Business? Don't miss this 6-session series where experts share strategies for building or improving your agri-business! Classes are available in-person or via virtual connection. A short application and \$50 fee is all that's needed to begin!



FEB. 28, MAR. 2, 7, 9, 14, 16 5:30-7:30PM

February 28 Planning Your Farm

March 2 Production Practices

March 7 Business Plan Development

March 9 Enterprise Budget & Funding

March 14 Labor & Operations

March 16 Marketing & Agritourism

*Learn & Grow
Your Farm!*

**JUST \$50 FOR 6 SESSIONS! REGISTER:
WWW.SULLIVANCCE.ORG/EVENTS**

Sessions held at CCE Sullivan

Extension Education Center

64 Ferndale-Loomis Road in Liberty

**Cornell Cooperative Extension
Sullivan County**



**Hudson Valley
AgriBusiness**

DEVELOPMENT CORPORATION

Co-Sponsored by HVADC with support from the
USDA Rural Business Development Grant
#R0104160 70426 & a Local Food Promotion
Project Grant #21LFPPNY1056-00



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5353

Agenda Date: 3/2/2023

Agenda #: 3.

Division of Community Resources Monthly Report

March 2023

Workforce Development

- ✓ The bi-weekly recruitment events are continuing strong at the Career Center. Recruitment events are from 11:00am until 2:00 pm.

March 3rd: New Hope Community, Nonni's Food, Exotic Flora and Fauna

March 23rd: Bethel Woods Performing Arts Center, Mountain Services

- ✓ The Center for Workforce Development's (CWD) annual countywide Job Fair is scheduled for May 4, 2023. The location to be determined, but businesses have until April 14th to sign up. We already have 20 businesses, space is limited to 55.
- ✓ A workshop, hosted by the local NYS Department of Labor (NYSDOL), was held on February 9th at the Career Center on how to apply for State and County Civil Service jobs and tips on exams. The CWD and the County HR Department are looking to host a session exclusively for countywide positions.
- ✓ The CWD will be hosting the March 3, 2023 First Friday Breakfast through the Chamber of Commerce. The CWD will educate businesses on available services and programs.
- ✓ Marketing and recruitment are underway for the Construction Trade pilot program starting April 10, 2023 at BOCES Career and Tech Center in Liberty. The 9-week course will be held on Mondays and Wednesdays from 5:30 pm to 9:00 pm. The maximum number of adult students is fifteen (15). This will be a short term, non-credit training that can lead to employment. Those interested can call 845.794.3340 for more information.
- ✓ Training & Development Committee consists of local businesses, agencies and the Chamber of Commerce meets monthly. The six-week small business assistance workshop for Entrepreneur Training successfully ended February 22nd with 17 participants. The CWD Director lead one session on "Finding, Hiring & Managing Employees".

- ✓ Workforce Innovation and Opportunities Act (WIOA) updates: Bi-weekly, statewide NYSDOL calls continue; Virtual Career Centers will be rolled out soon; Coursera for online learning is in place and CWD assigned two staff as administrators; Program audit was completed with no major findings; Virtual Reality Training & Solutions program is being rolled out by NYSDOL to provide students with virtual training in high-demand jobs; NYSDOL is holding a Youth Build Academy to support local area efforts in recruiting youth; NYSDOL is adding Digital Literacy to all Career Centers in response to the statewide needs for job seekers to have these basic skills.
- ✓ Training & Development Committee which consists of many local businesses, agencies and the Chamber of Commerce meets monthly. Virtual and in-person trainings are being put together by these groups for areas needed such as soft skills training, public speaking, etc. A small business assistance workshop for Entrepreneur Training has been put together and the Director of CWD will be presenting on “Finding, Hiring and Managing Employees”. The training began in January. The Director is working with other members of this committee to put an event together for February on how to create an inclusive and diverse work environment.
- ✓ The federal Workforce Innovation and Opportunity Act (WIOA) required Request for Proposal (RFP) for youth services will be issued this month. The RFP will seek responses from qualified applicants for services to in school and out of school youth.
- ✓ Career Center data updates:
Social media - 652 followers; January 2023 had a reach of 11,170 people with 569 Facebook page views;

Job Fair statistics:

January 13th - Shoprite, Center for Discovery, DOCCS, Kohls saw 43 attendees (FB reach 4.6K);

January 20th - Resorts World-25 attendees (FB reach 14.K);

January 27th – County of Sullivan, Care Center, DVJC & NY National Guard-23 attendees (FB reach 3.4k).

Hot Jobs had 594-page views in January.

Labor Market Data

- ✓ January 2023 labor market data not available for this report.

Transportation

- ✓ The expansion of two Move Sullivan routes has been going well.
- ✓ Move Sullivan average daily ridership:
January - 195 rides
- ✓ There were 84 para-transit rides provided in January 2023

Community Assistance Center (CAC)

- ✓ The CAC continues to distribute test kits throughout the county.
- ✓ The team continues to provide referral and assistance to callers looking for vaccines and/or information.
- ✓ The CAC remains active providing food assistance deliveries as well as connections to community resources.
- ✓ The Thursday Food Bank deliveries to the pantries are continue twice a month. Salvation Army box deliveries continue unchanged.
- ✓ Provide assistance once per month to HV Food Bank mobile pantry in Town of Freemont

Office for the Aging - Monthly Report: December 2022

Highlights:

- ✓ Monthly meetings with NYSOFA, Aging Association, Local Program Operations ongoing.
- ✓ Bi-weekly case management meetings held to enhance collaboration on difficult cases within office.
- ✓ Successful temporary relocation of all staff while office is expanded and renovated. Appointments with clients can be conducted by appointment in the Government Center, at the Transportation Building, in client homes or other community locations as needed.
- ✓ Large increase in number of individuals seeking Medicaid application assistance with updated eligibility requirements now in effect. OFA Staff and one volunteer are aiding with demand.
- ✓ Continue to work with community partners to inform staff of resources available to clients we serve, i.e. Alzheimer's Association, Independent Living, ATI, etc.
- ✓ Conducting interviews in conjunction with Cornell Cooperative Extension in search of filling vacant caregiver coordinator position.
- ✓ Annual performance evaluations conducted with all OFA staff.
- ✓ Annual report preparation for department completed.

- ✓ Animatronic pets donated to Achieve, Care Center at Sunset Lake and Roscoe Rehab previously provided to OFA by NYSOFA. Supply still available for our community clients as well.

EISEP (Expanded In-home Services for Elderly Program)

EISEP January 2023	Total
CASE FILES already open for full EISEP-type services including PCA	29
Plus, new CASE FILES opened in January	0
CASE FILES closed EFFECTIVE January	1
CASE FILES total open as of 1/31/2023 includes 3 “bridge” clients pending MLTC	28 EISEP [+3 non-EISEP]
CASE FILES open still without aides as of 1//31/2023 [does not include “bridge” clients]	14
CASE FILES reassessed in January	1
WAITLIST currently active as of 1/31/2023	18

- ✓ Still facing aide shortages, continue to assist recruitment by sharing increased wage rate and refer to contract agencies.
- ✓ Awaiting further guidance from NYSOFA regarding EISEP qualification modifications in light of Medicaid eligibility changes.
- ✓ Assisting clients eligible for Medicaid transition smoothly while maintain or increasing services in the interim.

Legal Services

- ✓ Currently no provider for Legal Services, in ongoing conversations with NYSOFA Area Service Representative (ASR) to develop strategy to maintain this service. E-MDT is a resource available for complex potential abuse/exploitation cases. Attorney from E-MDT met with OFA staff to discuss two specific cases for further actions.

HIICAP

- ✓ client interactions – 34

NYConnects

- ✓ Client interactions -32
- ✓ Continued planning and implementation of 2023 grant expenditures.

Personal Emergency Response Systems (PERS)

- ✓ 22 clients receive PERS medical monitoring through the OFA.

Nutrition Program

- ✓ In the process of reopening our congregate sites. Early March is when we are planning to open Mamakating and Livingston Manor sites for sit down meals.
- ✓ Liberty Rotary offered to sponsor a special project between the Home Delivered Meal program and Community Friends. This project would enable seniors who are isolated to become Pen Pals. This will start in February.
- ✓ Totals for January 2023
 - Homebound meals: 1611 units for 83 clients
 - Congregate meals: 1415 units for 86 clients

Total meals: 3026 units for 169 clients
○ Homebound deposits: \$1,761.50
○ Congregate deposits: \$36.00
Total deposits: \$1,797.50

Transportation

- ✓ SCT Medical Trips-86
- ✓ RSVP-40 trips
- ✓ Shopping Bus trips--70

RSVP

- ✓ Preparation and submission of AmeriCorps Progress Report covering the period of 10/1/2021 – 09/30/2022.
- ✓ Preparation and submission of RSVP 2022 Year End Report.
- ✓ Preparation and mailing of required AmeriCorps RSVP Client Satisfaction Surveys
- ✓ Prepared and sent out Press Release for AARP Income Tax Aide Program.
- ✓ Prepared promotional flyer for the Monthly Hoot promoting the Blankets for Veterans Program and the Needlework Program.
- ✓ Prepared article for Monthly Hoot celebrating National Volunteer Month – April – 2023.
- ✓ Utilized AmeriCorps MLK Day of Service tools for social media posts shared on OFA Facebook page celebrating MLK Day and a call to action for unity.
- ✓ Recruitment efforts for Volunteer Station, the Time and the Valleys Museum looking for Museum Educators and Museum Assistants for their educational programs.
- ✓ Blankets were distributed under the Blankets for Veterans program to participants in our Home Delivered Meals Program, Friendly Visiting Program and Telephone Reassurance Program. Blankets were also distributed to the Veterans Service Agency.
- ✓ Cards were distributed to area Veterans under the Cards for Veterans program, including our Veteran RSVP Volunteers, and clients served through the RSVP Medical Transportation Program, Telephone Reassurance Program, and Friendly Visiting programs. Cards were also distributed through the Veterans Service Agency.

Youth Bureau

1. Attended MLK as table facilitator.
2. Collected 2022 statistical data and reported to Office of Children and Family Services (OCFS).
3. Participated in SALT's PARFACT meeting.
4. Participated in the United Sullivan meetings.
5. Participated in OCFS Youth Development meeting.
6. Participated in the Hudson Valley Youth Bureau's monthly meeting.
7. Participated in the planning committee meeting for the Annual Making Healthful Decisions Conference.
8. Weekly Youth Bureau Bulletins emailed.
9. Began the proves of submitted 2022 Youth Bureau claims.
10. Monthly co-hostess with Thunder 102 promoting the Youth Bureau.
11. Consistent posting on Youth Bureau Instagram page.

12. Participated in the Hudson Valley Youth Bureau Association Bylaws Committee.
13. Assisted in coordinating the Internship Program.
14. Participated in OCFS Youth Sports and Education Funding meeting.
15. Held Youth Bureau Advisory Board meeting.
16. Outreach to Sullivan County youth who are interested in being part of the Youth Bureau Advisory Board.
17. Completed and submitted 2023 Youth Bureau Annual Report to OCFS.
18. Participated in Sullivan County Wellness Committee meeting.
19. Participated in Sullivan County Youth Advisory Board meeting.
20. Added statistical data to Sullivan County's mapping of youth programs.
21. Participated in Cornell Cooperative Extension lunch room "chat".

TRAIN FOR FREE



Sullivan
BOCES



BASIC CONSTRUCTION

COMPANIES ARE EAGER TO HIRE WORKERS
ONLY 15 SPOTS ARE OPEN - APPLY NOW!

Learn the skills to get started in just 9 WEEKS!

Classes run Mondays & Wednesdays 5:30-9 p.m., starting April 10

Offered at Sullivan BOCES in Liberty
through the Sullivan County Center
for Workforce Development



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Sullivan County

Legislative Memorandum

100 North Street
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File #: ID-5328

Agenda Date: 3/2/2023

Agenda #: 4.

Real Property Tax Services Monthly Report for January 2023

Real Property:

We continue to provide services internally, to the assessment community and to the public. The department continues to be busy with the uptick in real estate activity.

Deed and subdivision count:

These statistics through the end of **January** 2023:

January deed count:

2023 total: 541

2022 total: 507

January Subdivision Lots:

2023 total: 4

2022 total: 13

Director's activities for the month of January:

- Reviewed and made recommendations on ten (10) correction of error applications.
- Attended a meeting of the Agriculture and Farmland Protection Board.
- Assisted the Board of Elections on legislative and election district boundary updates.
- Notified the assessing units of an amendment to Real Property Tax law §467. The amendment requires municipalities to send a second notification regarding the senior exemption to all residential real property owners.

General office activity for the month of January:

- Reviewed three (3) new condominium projects.
- Continued review of one (1) condominium project.
- Answered numerous 911 address inquires.

E-911:

January new addresses assigned: 9

2023 Total: 9

2022 Total: 14

January new roads created: 0

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

MONTH OF		January	2023	DEEDS		SUBDIVISION LOTS	
SUBDIVISION LOTS	DEEDS	TOWN	MONTH	2022	2023	2022	2023
	60	BETHEL	JANUARY	507	541	13	4
2	11	CALLICOON	FEBRUARY				
	11	COCHECTON	MARCH				
	6	DELAWARE	APRIL				
	103	FALLSBURG	MAY				
	3	FORESTBURGH	JUNE				
	7	FREMONT	JULY				
	20	HIGHLAND	AUGUST				
	56	LIBERTY	SEPTEMBER				
	30	LUMBERLAND	OCTOBER				
	93	MAMAKATING	NOVEMBER				
	12	NEVERSINK	DECEMBER				
	26	ROCKLAND	TOTAL	507	541	13	4
	92	THOMPSON					
2	11	TUSTEN					
4	541						
541 NEW DEEDS RECEIVED IN 2023							
4 NEW SUBDIVISION LOTS FILED IN 2023							

This report reflects the number of deeds received through January 2023.

0 units of the Subdivision lots total for January 2023 were Condos.

S.C.R.P.T.S. E-911 ADDRESS REPORT

MONTH OF		January	2023	NEW E-SITES ADDED		ADDRESS VERIFICATION & OTHER ISSUES	
NEW E-SITES ADDED	ADDRESS VERIFICATIONS ETC	TOWN	MONTH	2022	2023	2022	2023
2	2	BETHEL	JANUARY	14	9	21	18
1	1	CALLICOON	FEBRUARY				
2	1	COCHECTON	MARCH				
0	0	DELAWARE	APRIL				
0	9	FALLSBURG	MAY				
0	0	FORESTBURGH	JUNE				
1	0	FREMONT	JULY				
0	0	HIGHLAND	AUGUST				
0	2	LIBERTY	SEPTEMBER				
1	0	LUMBERLAND	OCTOBER				
1	2	MAMAKATING	NOVEMBER				
0	0	NEVERSINK	DECEMBER				
1	0	ROCKLAND					
0	1	THOMPSON					
0	0	TUSTEN					
		OUTSIDE CO.	TOTAL	14	9	21	18
9	18	9 New E-Sites added in 2023					
		18 Address verification, address changes, and other issues, 2023					

This report reflects the number of new E-Sites created through January 2023

Other issues include road name issues, address changes and corrections, etc.



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100 North Street
Monticello, NY 12701

File #: ID-5339

Agenda Date: 3/2/2023

Agenda #: 3.

Update for March 2023

Economic Development Committee

The SCVA is continuously and strategically seeking advanced marketing initiatives that reach new markets and creatively reintroduces our brand to existing markets. Consumers need to see an advertised product 3-5 times before they “buy”. Tourism is very competitive as destinations throughout the country seek new consumers to drive traveler dollars to their hometowns. However, the SCVA team aggressively and innovatively is competing in their marketplace to ensure that our destination is at the forefront of the traveler’s mind.

FAST FACTS FOR FEBRUARY

- **Over 40,000 of the 2023 Sullivan Catskills Travel Guides distributed through bulk outlets and individual requests.**
- **Facebook followers have reached over 54K with average engagement rate of 2.6% (industry standard .19%)**
- **Instagram followers have over 22.5K, 11% increase with engagement rate of 2.6% (Industry standard .62%)**
- **Influencer Program has increased impressions, followers, and profile visits to Instagram exponentially.**
- **Google analytics show over 52,000 page views since the first of the year.**

Highlights:

- **SCVA sponsored the 45th WSUL Heart-A-Thon and helped raise a record breaking \$105k.**
- **Received the final report for the Destination Optimization through Google conducted by our partner Miles Partnership. See addendum report for updates.**
- **SCVA hosted a Catskills Legislative Reception with New York State Hospitality and Tourism Association-90 businesses attended to discuss local and state Hospitality issues. Congressman Marc Molinaro and Assemblywoman Aileen Gunther addressed the attendees.**
- **SCVA staff presented at and sponsored the Sullivan Chamber Breakfast at Hurleyville Arts Center, with up to 70 Chamber businesses in attendance.**
- **American Bus Association Marketplace in Detroit meeting with over 70 tour operators from across the nation.**
- **Host the County DMV the last Tuesdays of each month. This service optimizes the visitor centers community space.**
- **Planning for Spring Restaurant Week, March 20-April 4-17 members are participating. With assistance from the SCVA, participating restaurants pay a fraction of the marketing costs.**
- **Discussions with Coach USA to start the summer run again stopping at major points in the County.**

- **Attended Empire Golf Show in Albany**
- **New Website Update: framing is almost complete and will be ready for our spring visitors.**
- **Spring OTT and cable commercials will start in March with a focus on hiking and biking, fly fishing and other outdoor activities.**
- **Continue working with a videographer/storyteller/tour guide to build our video library.**
- **Conducted additional workshop with Alon Marketing. Met international and domestic travel buyers to build itineraries that will capture additional mid-week and shoulder season business. 30 member businesses attended and SCVA team connected with 20 tour operators.**
- **Final touches on new romance map of the Sullivan Catskills and excited to unveil listing our over 600 members.**
- **Continue work on redeveloping Beyond the Big Apple marketing initiative for international travelers. New developments will be ready for this year's IPW and new emerging markets seeking upstate NY experiences. America As You Like it and other international tour operators have purchased this itinerary.**
- **Collaborating with members on the Catskill Film Commission web site and is moving along nicely.**
- **SCVA continues preparations to launch the Catskill Cuisine program for Spring 2023. We secured top celebrity chefs to do cooking demonstrations and meet & greet.**
- **Continued discussion on innovative marketing initiatives grants through NYS and sharing the process with members who may qualify.**
- **Working with several communities to team and promote their events.**

Meetings

- REAP Meeting
- New York State Destination Marketing Organization Meeting and Albany advocacy meeting
- Regional Catskill Association Tourism Promotion Agency Meeting
- Short-Term Rental Pilot Program virtual workshop
- Sullivan O&W Rail Trail Alliance Meeting
- SCVA Marketing Meeting
- Social Educational Seminar for members
- Member educational workshops & onboarding sessions
- New York State Director of Sales and Destination Marketing Organization meetings

Social Media & E-News

- Continue to utilize videos produced with our members to create short vignettes and Tik Tok placements to use on our social channels. Tik Tok and Instagram reels are seeing a lot of likes and comments.
- SCVA continues to work with our social media group Awestruck and Fisher Mears Associates to create and implement targeted marketing to the drive traffic within two hundred miles of the Sullivan Catskills.

PR Outreach:

- Working with ILNY PR Firm, Core Creative, and Awestruck Agency to continue with story ideas for social media influencers and renowned writers now and in the future.

Attachments: 2022 Social Highlights and Google Optimization Report

TOURISM BY THE NUMBERS 2022

VISITOR SPENDING: \$710 MILLION

TOURISM LABOR: 16% ALL JOBS \$235 MILLION IN LABOR INCOME

LOCAL TAXES GENERATED \$43.2 MILLION

SAVINGS PER HOUSEHOLD: \$2,943

For every Dollar invested in tourism there is a 40:1 Return on Investment

ORGANIC SOCIAL STATISTICS

FACEBOOK

- New page likes – 7,428 vs 3,778 in 2021 **an increase of 96%**
- Engaged Users– 175,591 vs 107,807 in 2021 **an increase of 62%**
- Average Engagement rate of 2.6% – **Industry Standard for Facebook is .19%**
- Page Clicks – 204,853 vs. 107,515 in 2021 **an increase of 90%**
- Impressions – 5,211,569 vs 4,239,878 in 2021 **an increase of 22%**

INSTAGRAM

- Overall account engagements – 35,574 vs 24,987 in 2021 – **20% increase**
- Average Engagement Rate of 2.2% – **Industry standard for Instagram is .62%**
- Total followers on Instagram – 22,134 vs 19,975 in 2021 –**11% increase**
- Instagram Story Reach – 79,954 vs 17,250 in 2021– **363% increase**
- Instagram Story Impressions – 81,159 vs 17,379 in 2021 – **366% increase**

AWESTRUCK

INFLUENCER PROGRAM HIGHLIGHTS

- **Rachael Austin**
 - SCVA Instagram **Impressions increased by 98%, reach increased by 72%, and engagement increased by 122%** due to Rachael's content
- **Katie Burak**
 - Her reel **reached 57,000+ accounts**, profile visits to the SCVA Instagram page **increased by 68%**
- **Ammoray Morcano**
 - Her reel reached 118,000+ accounts, 226 followers gained, **profile visits increased by 260%**
- **Vicki Rutwind**
 - Her content drove 111 new followers, **50,000+ accounts reached** during Vicki's visit and posting period
- **Aimee Kelly**
 - Her static post reach over 8,000+ accounts, her content drove over 75+ new followers, **65,000 impressions to the SCVA Instagram** page during her stay and posting period

AWESTRUCK

DIGITAL HIGHLIGHTS - FACEBOOK ADS

Overall users to the website from social channels is up **10% YOY**

Users ? ↓	New Users ?	Sessions ?
9.94% ↑ 80,609 vs 73,321	11.92% ↑ 78,309 vs 69,970	11.69% ↑ 94,033 vs 84,193

SOCIAL ADS:

- AD spend up 108% YOY
- CTR up 32%
- Clicks up 395%
- Impressions up 273%

RESULTS BY CAMPAIGN

Campaign	Results
Awestruck Engagement Campaign Post Eng...	17,882 Post Engagements
Traffic Campaign	10,537 (2) Landing Page Vie...
Page Like Campaign	5,265 Page Likes
Contest Traffic Campaign - SCVA	956 Link clicks

AWESTRUCK

DIGITAL HIGHLIGHTS - GOOGLE ADS

SEARCH:

- Impressions **up 59% at 2.63M**
- Clicks **up 56% at 65.4k**
- CPC down 7% at an average of .54 - **Industry standard is \$1.63**
- CTR at an average of 8% - **Industry average is 3%**
- Traffic to the website from paid search **up 37% YOY**

DISPLAY:

- Impressions up 137%
- Clicks up 74%
- CPC down 8%

Data is 1/1/2022-1/31/2023 vs STLY

AWESTRUCK

OTT 2022 RECAP

Top 10 Zip Codes served

- 11226 (Brooklyn)
- 11207 (Brooklyn)
- 11236 (Brooklyn)
- 11234 (Brooklyn)
- 06606 (Bridgeport)
- 10456 (Bronx)
- 06511 (New Haven CT)
- 11212 (Brooklyn)
- 10312 (Staten Island)
- 11221 (Brooklyn)

Premier Content Samples

- National Geographic
- Comedy Central
- CBS News
- Paramount
- ESPN
- NFL Network
- HGTV
- Fox
- Peacock
- Hulu
- HBO Max

AWESTRUCK

OTT 2022 RECAP

OTT (Cross Device)

2,328,589 impressions served
Completed View Rate 97.7%

**DIRECT TRAFFIC TO THE SITE IS UP
22.2% - WHICH CAN BE CORRELATED
TO OTT ADVERTISING**

CTV (SMART TV Specific)

1,941,889 impressions served
Completed View Rate 97.03%

(direct) / (none)	
Jan 1, 2022 - Dec 31, 2022	70,730 (26.55%)
Jan 1, 2021 - Dec 31, 2021	57,879 (20.88%)
% Change	22.20%

AWESTRUCK

SULLIVAN CATSKILLS

**Destination Optimization
Sullivan Catskills Results**

Prepared for Sullivan Catskills Visitors Association

FEBRUARY 2023

New York State TOURISM Industry Association

"This project is supported by a grant awarded to NYSTIA by New York State's Empire State Development and the I LOVE NY Division of Tourism under Governor Kathy Hochul's Regional Economic Development Council Initiative"

miles PARTNERSHIP

Why **DESTINATION OPTIMIZATION?**

The purpose of Destination Optimization is to
expand the role of DMOs to organically
influence more touch points
across major travel-planning platforms.



Program Results



Top Photo: Albella Restaurant

Total Photo Contributions: 235

Total Photo Views: 1,357,221

Results Summary

- Sullivan Catskills is a **Level 5 Local Guide** with **288 contributions**.
- Miles **matched 515 businesses and attractions** to Google Business listings during our original audit.
 - There were over 218 missing data points from incomplete listings. Our team researched missing data, then suggested listing edits. We have re-audited these listings since *missing data activation*.
 - There was an **8% increase in the number of complete listings**. **Completeness** for listings within the market has improved from **69% to 77% percent**.
 - There was a **7% decrease in unverified listings**; Listings for the market have gone up to **74% verified** from 73%.
 - Since the original audit, we've found **two new listings**.



Program Review

Photo Performance

Miles has continued adding image content through the Sullivan Catskills Local Guide Account.

To date, there are **235 photo contributions** total and over **one million image views**.

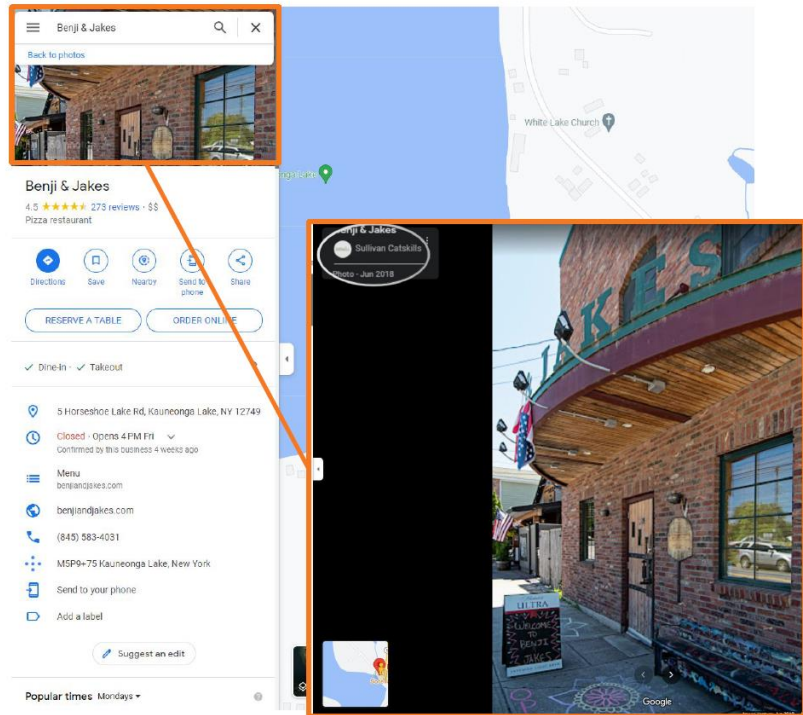
The most popular has gained **717,321 views** since mid-October.

Program Review

Photo Performance UGC to Cover Image

Benji & Jakes is a great example of how your images can become highly visible within Google's products. The image seen here has surfaced as the cover photo for the listing.

Continue adding image assets to business listings and "general photos" to Google Maps.

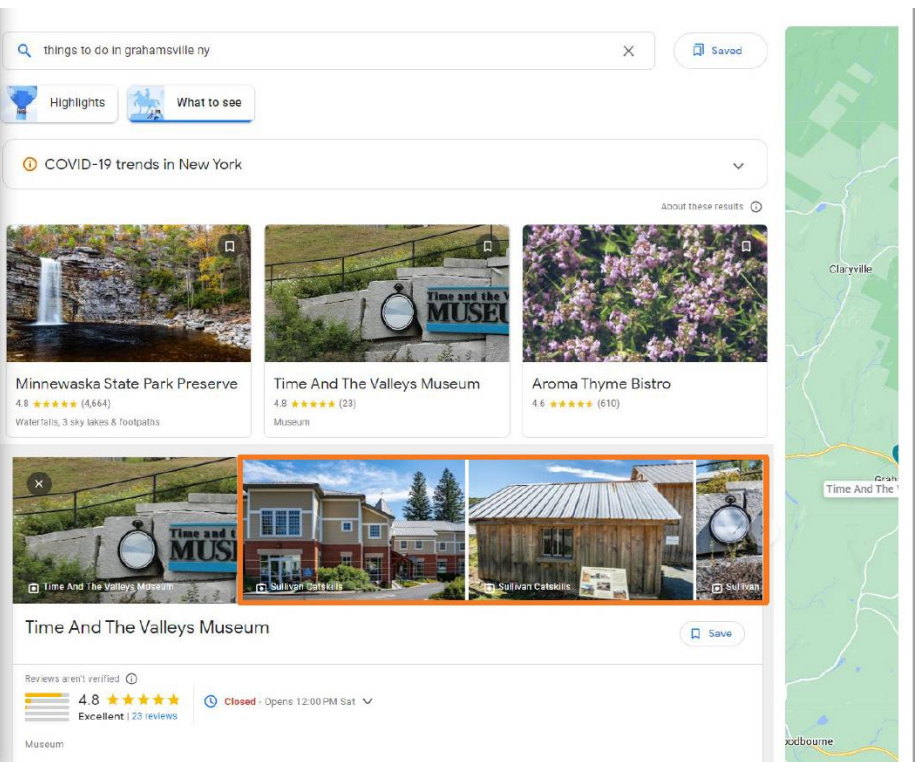


Program Review

Photo Performance Google Travel

There are other highly visible places for photos to appear within Google products.

Popular images may appear within *Google Maps* or in *Google Travel* like these photos of **Time and The Valleys Museum**.



Program Review



Cellaio
888 Resorts World Dr, Monticello, NY 12701



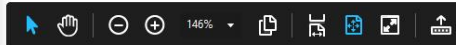
The Arnold House
839 Shandeleo Rd, Livingston Manor, NY 12758



TOP 5 PHOTOS BY VIEWS

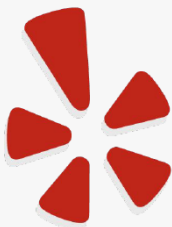
PLACE/LISTING	# OF VIEWS (February)	COVER PHOTO
Albella Restaurant	717,458	Yes
Benji & Jakes	170,577	Yes
The Arnold House	125,349	Yes
Cellaio	58,063	Yes
Beaverkill Valley Inn	48,597	Yes

Continue photo contributions with the Sullivan Catskills Local Guides account as new assets become available. Remember, you can also add



What's New

New Research Business Reviews

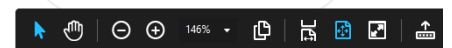
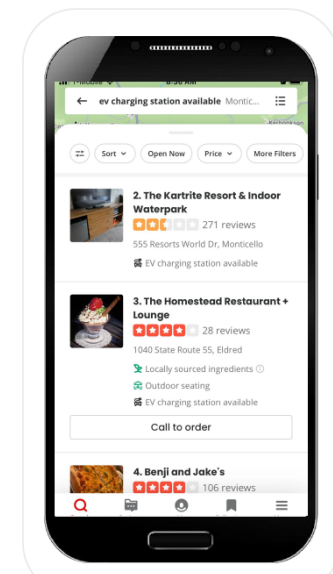


According to *Expedia Group's Q4 2022 Traveler Insights Report*, **sustainability** is a recurring theme in Travel Reviews

Popular review terms include:

- Renewable energy
- LED light bulbs
- Electric car charging
- Single-use plastics
- Recycling

Yelp must be paying attention because they have added new eco-friendly attributes like **"EV charging station available"** and **"plastic free packaging."**





2022 TELEVISION SUMMARY

Plan Parameters

Campaign Goal:

- Spread awareness of the many things to do and see throughout the Sullivan Catskills region

Target Audience & Geography

- **Target Audience:** Adults, age 25+...skew families with young children
- **Income:** \$75,000+ Household Income
- **Geography:**
 Primary - New York City and surrounding areas such as Bergen County, NJ
 Secondary - New York DMA



2022 Flight Dates:

- Winter: 1/3-2/20 (7 weeks)
- Spring: 4/18-6/19 (9 weeks)
- Summer: 7/11-9/11 (9 weeks)
- Fall: 9/19-10/30 (6 weeks)
- Winter: 11/28-12/31 (5 weeks)

Total of 36 weeks



Recommended Advertising Tactics:

- Local Cable
- Broadcast

ACTIVITY:

TOTAL # WEEKS 36 Weeks	TOTAL # COMMERCIALS 13,620	TOTAL IMPRESSIONS 41,085,389
AVG REACH 94%	AVG FREQUENCY 8.1X	

Cable Networks:



Local Broadcast Stations:





Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5340

Agenda Date: 3/2/2023

Agenda #: 4.

ACTIVITY REPORT – FEBRUARY 2023
COUNTY OF SULLIVAN INDUSTRIAL DEVELOPMENT AGENCY (IDA), SULLIVAN COUNTY
FUNDING CORPORATION (SCFC), THE SULLIVAN COUNTY INFRASTRUCTURE LOCAL
DEVELOPMENT CORPORATION (TSCILDC)

February 23, 2023

The IDA Board held a special meeting on February 7th, at which time the Board adopted a resolution amending prior resolutions relating to the **Fay Hospitality Catskills LLC** project. This project involves the proposed acquisition of the Villa Roma Resort and Conference Center in the Town of Delaware. As of the date of this report, the closing date is unknown.

The IDA, SCFC, and TSCILDC Board meetings scheduled for February 13th were cancelled.

IDA staff made the second 2023 Payment in Lieu of Tax (PILOT) distribution to the taxing jurisdictions on February 1st, in the approximate amount of \$4,279,000. On February 17th we made the third distribution in the approximate amount of \$1,266,000. We expect to make a final distribution in late February or early March.

In coordination with the Sullivan County Chamber of Commerce, during February IDA staff presented loan and tax abatement programs to students of the Entrepreneurial Training Program along with the Sullivan County Partnership for Economic Development, the Sullivan County Division of Planning, and Jeff Bank. Staff also attended the quarterly meeting of the Sullivan-Wawarsing Rural Economic Area Partnership (REAP) Zone Board, and Governor Hochul’s announcement of new housing and infrastructure initiatives for the Mid-Hudson Region at Pace University.

We continue to assist our internal auditors as they prepare the 2022 audited financial statements of the IDA, SCFC, and TSCILDC. We are also preparing the 2022 Public Authorities Reporting Information System (PARIS) reports for all three agencies, to be submitted to New York State next month.

##



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5308

Agenda Date: 3/2/2023

Agenda #: 1.

Purpose of Resolution:

To enter into an agreement with Caring SLP, Psychology, OT and Nutrition Services PLLC

Is subject of Resolution mandated? Explain:

Yes - NYSOFA Nutrition Standards 19-PI-26

Is this a renewal of a prior contract? No

Date of prior contract?

Amount authorized by prior contract

Does Resolution require expenditure of funds? Yes

If "Yes", provide the following information

Amount to be authorized by Resolution: \$ 37,440 YR

Are funds already budgeted? Yes

If "Yes" specify appropriation code(s): 7610.88.40.4005

If "No", specify proposed source of funds:

Estimated Cost Breakdown by Source

County: \$<Insert Amount Here>

Grant(s):

State: \$ 37,440 CSI

Other:

Federal Government:

(Specify):

WHEREAS, the Sullivan County Office for the Aging is required to have Registered Dietitian services for 16 hours weekly as per 19-PI-26; and

WHEREAS, a proposal was received for RFP R-22-38; Registered Dietician; and

WHEREAS Caring SLP, Psychology, OT and Nutrition Services PLLC, is available and qualified to provide Registered Dietician Consulting Services to the Office for the Aging; and

WHEREAS, the contract period shall be March 24, 2023 through March 24, 2024. This agreement may be extended for an additional four (4) years on a yearly basis, under the same terms and conditions; and

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute an Agreement with Caring SLP, Psychology, OT and Nutrition Services PLLC, to provide 16 hours weekly of said services at a rate of \$45 per hour from March 24, 2023 through March 24, 2024, with four (4) additional yearly extensions; and

BE IT FURTHER RESOLVED, that the form of said contract shall be approved by the County Attorney.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5321

Agenda Date: 3/2/2023

Agenda #: 2.

Narrative of Resolution:

Authorize modification of Youth Bureau Funding Program correct names of programs

If Resolution requires expenditure of County Funds, provide the following information:

Amount to be authorized by Resolution: N/A

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures: N/A

INTRODUCED BY THE PLANNING, REAL PROPERTY and ECONOMIC DEVELOPMENT COMMITTEE TO AUTHORIZE THE MODIFICATION OF THE LEGISLATIVE COUNTY FUNDING PROGRAM RESOLUTION NUMBER 384-22 ADOPTED ON SEPTEMBER 15, 2022 AND THE ALLOCATION OF 2022 STATE AID TO COUNTY YOUTH PROGRAMS RESOLUTION NUMBER 385-22 ADOPTED ON SEPTEMBER 15, 2022.

WHEREAS, Resolution # 384-22 and Resolution # 385-22 were approved by the Sullivan County Legislature on September 15, 2022, for the County to allocation State and County funds between the County of Sullivan and County-oriented entities with achieving such goals as youth programing; and

WHEREAS, this resolution is to modify the previous resolution, more specifically the contract with DRC Youth Development in their Community, Town of Highland Youth Recreation, Town of Rockland Rotary Youth Program, matching the contract agreement name of each program to the resolution; and

NOW, THEREFORE, BE IT RESOLVED, the Sullivan County Legislature does hereby authorize the modification of said contract to reflect Youth Development in their Community is known as DRC Youth Development in their community, Town of Highland is known as Town of Highland Youth Recreation, and Town of Rockland Youth Program and Recreation is known as Town of Rockland Rotary Youth Program; and

BE IT FURTHER RESOLVED, that the form of said agreement will be approved by the Sullivan County Attorney's Office.



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5326

Agenda Date: 3/2/2023

Agenda #: 4.

Narrative of Resolution:

To Authorize A Contract with RUPCO Inc. to Administer Consulting Services for Housing Related Programs.

If Resolution requires expenditure of County Funds, provide the following information:

Amount to be authorized by Resolution: \$40,000.00

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures: Planning Divisions unused FT2023 Personnel budget.

WHEREAS, the Division of Planning, Community Development and Environmental Management (“the Division”) is engaged in administering a number of grants and programmatic initiatives relating to addressing blight and expanding housing choice in Sullivan County, including the Sullivan County Land Bank; and

WHEREAS, the Division has three vacant positions that it is anticipating will take some months to fill; and

WHEREAS, there is an immediate need to maintain activity on open grants, as well as continue momentum on other housing initiatives; and

WHEREAS, the Division, working with the County’s Purchasing Department, issued an RFP (#R-23-02) soliciting consultant services to assist with administering its housing programs; and

WHEREAS, three responses were received and, after review and evaluation, RUPCO, Inc. has been determined to be the most qualified and cost effective proposer,

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature hereby authorizes the County Manager and / or Chairman of the County Legislature to enter into a contract with RUPCO, Inc. in the amount of \$40,000 to provide professional services to the Division of Planning to assist in its execution of housing-related initiatives for FY2023; and

BE IT FURTHER RESOLVED, that funding for the services to be provided by RUPCO will be taken from the Planning Division’s unused FY2023 personnel budget; and

BE IT FURTHER RESOLVED, that the form of said agreement be approved by the County Attorney.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5327

Agenda Date: 3/2/2023

Agenda #: 5.

Narrative of Resolution:

To Modify a Contract for Professional Services with Alta Planning & Design Inc. for work on the O & W Rail Trail.

If Resolution requires expenditure of County Funds, provide the following information:

Amount to be authorized by Resolution: \$25,000.00

Are funds already budgeted? Yes

Specify Compliance with Procurement Procedures:

WHEREAS, pursuant to Resolution No. 130-22, adopted by the County Legislature on April 7, 2022, Alta Planning + Design Inc. was awarded a contract in accordance with #R-22-02 not to exceed \$250,000.00, to assist with implementation of the Sullivan O&W Rail Trail Feasibility Study; and

WHEREAS, an Agreement with Alta Planning + Design Inc. was executed on April 18, 2022 (“Original Agreement”); and

WHEREAS, the County wishes to modify the Original Agreement to include an additional amount not to exceed \$25,000 to include additional assistance needed to pursue funding opportunities for the trail;

NOW, THEREFORE, BE IT RESOLVED , that the County Manager be and is hereby authorized to execute a modification agreement with Alta Planning and Design Inc. as detailed above; and

BE IT FURTHER RESOLVED , that the form of said agreement be approved by the County Attorney.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-5329

Agenda Date: 3/2/2023

Agenda #: 6.

Narrative of Resolution:

WHEREAS, an application dated February 6, 2023 having been filed by Albert W. & Elizabeth H. Smith with respect to property assessed to said applicant on the 2023 tax roll of the Town of Thompson Tax Map #10.-3-6.1 pursuant to Section 556 of the Real Property Tax Law, to correct a clerical error on the taxable portion of the tax roll due to an entry on an assessment roll or on a tax roll which is incorrect by reason of a mistake in the determination of a special assessment or other charge based on units of service provided by a special district; and

WHEREAS, the Director of Real Property Tax Services has duly investigated the application and filed his report dated February 17, 2023 recommending this Board approve said application; and

WHEREAS, this Board has duly examined the application and report and does find as follows:

- (a) That the application be approved because of a clerical error.

NOW, THEREFORE, BE IT RESOLVED, that the application be approved upon the grounds herein set forth; and

BE IT FURTHER RESOLVED, that the Chairman of the County Legislature be and he hereby is directed to note the decision of this Board on the application, execute an order to such effect to the officer having custody of the tax roll, send notice of approval to the applicant and file a copy of the records of this proceeding with the Clerk of the County Legislature; and

BE IT FURTHER RESOLVED, that the amount of any tax corrected pursuant to this Resolution shall be a charge upon the said municipal corporation or special district to the extent of any such municipal corporation or special district taxes that were so levied and that the amount so charged to any such municipal corporation or special district shall be included in the next ensuing tax levy and to the extent that the levy made pursuant to this resolution includes a relieved school tax, the Treasurer shall charge back such amount in accordance with law.

If Resolution requires expenditure of County Funds, provide the following information:

Amount to be authorized by Resolution: \$552.27

Are funds already budgeted? No

Specify Compliance with Procurement Procedures: