



# DIVISION OF PLANNING, COMMUNITY DEVELOPMENT & ENVIRONMENTAL MANAGEMENT

## ACTIVITY REPORT July 2022

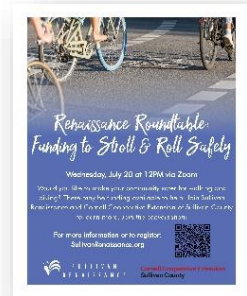
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### I. PLANNING ACTIVITY

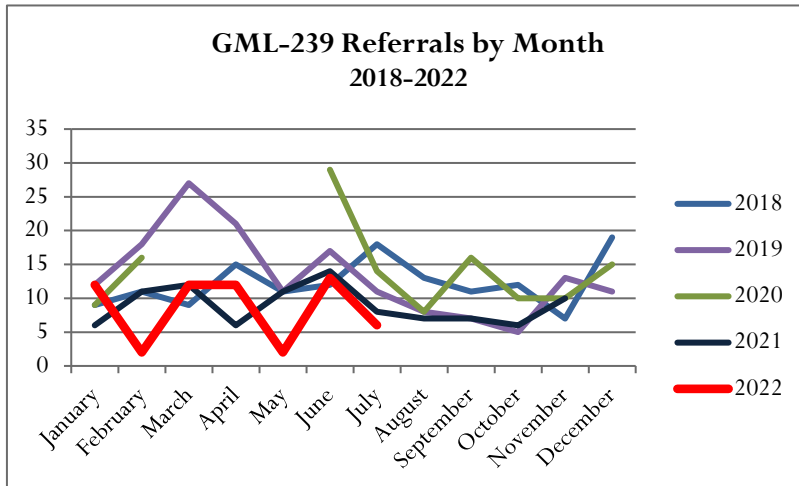
#### Training & Events

- Worked with Sullivan Renaissance and Cornell Cooperative Extension on roundtable previewing pedestrian- and bicycle-friendly infrastructure funding
  - held June 20<sup>th</sup>, to solicit support of related CFA applications
  - planning a day-long conference for September 22



#### Land Use Planning & Technical Assistance:

- **GML-239 Referrals**
  - Internal staff review and update of process, forms and templates
  - 6 referrals received; drop tracks with pattern of activity typically seen during the summer months



<b>GML-239 Referrals, July 2022</b>					
Date Received	Date Requested	Project Name	Action Type	Referral ID #	Legislator
6/28/2022	7/8/2022	Sunny Forest, Inc. bungalow colony	Site Plan Review	THO22-07	Alan Sorensen
7/1/2022	6/30/2022	Nicoletti Home-Based Business	Site Plan Review	COC22-03	Robert Doherty
7/7/2022		KL Enterprises propane tank installation	Lead Agency Status	MAM22-02	Nicholas Salomone
7/14/2022	7/27/2022	Bin Chen Commercial Building	Site Plan Review	THO22-08	Alan Sorensen
7/19/2022	8/10/2022	Rudy Roth – auto repair shop	Conditional Use	CAL22-04	George Conklin III
7/19/2022	8/12/2022	Bethel Woods Campground	Area Variance	BET22-05	Robert Doherty

- **Land Use, Strategic and Comprehensive Planning**
  - *Countywide Resiliency Plan:* Project contracting complete. Will launch in August
  - *Housing Plan:* Online “open house” and survey launched and promoted.



**Recreation, Quality of Life & Tourism-based Economic Development**

- **Sullivan O&W Rail Trail**
  - Trail Buildout and improvements
    - Focus this month on CFA application for Parksville North section
    - Monthly meeting with contractor and Town of Fallsburg on Neversink crossing project
    - Ongoing work with Upper Delaware Civilian Conservation Corp (managed by Friends of the Upper Delaware) on trail clean up and improvement projects
    - Looking to address on-road connection to link Hurleyville and Liberty trails
  - Outreach and events committee
    - Ongoing planning for August 11 event in Mountain Dale (Bow WOw&W)
    - Maintaining and growing social media accounts and website
- **New County Park Project (Callicoon)**
  - Focus this month on CFA application for implementation funding
  - Grant department completing DASNY paperwork for reimbursement on the acquisition; Paperwork on 2nd DASNY Grant will be initiated in August
  - Parks is working with DPW on fence upgrade, signage; announcement and name contest to come once these are complete

- **Highland Access Improvements**
  - Project rebid received one response.
    - Bid exceeds budget, working with responder and designer on further reductions
    - Working with Purchasing, County Attorney, and DPW to ensure that any changes requested to alter the scope of bid deliverables in order to bring the project within budget are not significant enough to compromise the integrity of the bid
- **Partnerships/Presentations/Other**
  - CFA application for County Bicycle and Pedestrian Plan
  - As noted above, working with Sullivan Renaissance and Cornell Cooperative Extension on identifying, evaluating and promoting new funding opportunities for bicycle and pedestrian projects. On-line lunchtime roundtable held July 20; planning for day-long event on September 22<sup>nd</sup>.

## **Community Development & Revitalization**

- **2022 Plans & Progress Program**
  - On-going work processing contracts.
- **Sullivan County Land Bank Corporation (SCLBC)**
  - Broadway Theater Feasibility Study
    - Arranged for leading practitioner of theater revitalization in NYS to meet virtually with project advisory committee on August 10<sup>th</sup>.
    - Weekly progress calls with project consultants
  - Working with summer intern on managing project files and property data to assist with monitoring and marketing vacant lots
  - Preparing application for new NYS funding program to support land bank operations and predevelopment activity. Deadline September 22<sup>nd</sup>.
- **NYS Main Street Grant (Monticello)**
  - Project closed; developing monitoring plan
- **CDBG Housing**
  - Subcontracting complete on 2021 award. Outreach to subrecipients (i.e. eligible homeowners needing repair assistance or mobile home replacements, new home buyers) to begin in August.

## **Economic Development**

- **CDGB grants**
  - Ongoing work to process reimbursement for Healthy Kids Extended Daycare (CDGB Economic Development program)
  - Ongoing work to complete environmental review for Center for Discovery CDGB CARES grant (\$2,000,000). Conducted site visits to buildings where project improvements will be installed.
  - New applications

- G&D Speech Therapy (CDBG Economic Development): application on hold pending further information from subrecipient
- Barryville Oasis hamlet center redevelopment (CDBG Small Business application): Collaborative work on application for submission in time for September agency review
- **Revolving Loan Fund**
  - All accounts are paid current except one; follow up calls being made
  - One approved loan, not yet closed; pending resolution of issue regarding private investors
  - Four applications in development (i.e. not yet presented to the RLF Advisory Committee); two food-related businesses, one Main Street business, one Agricultural business

### Administrative

- Recent hire for the Planner position resigned. Position reposted. Outreach initiated.
- Hosting intern from the Monticello High School Academy of Finance through the end of August. Intern will be assisting with assembly and collection of data for various Land Bank initiatives, among other duties.

## II. OFFICE OF SUSTAINABLE ENERGY (OSE)

### Projects

- Countywide Resiliency Plan
  - Reporting requirements met, including the submission of an MWBE Utilization Plan as well as the most recent status report.
  - Requested an extension of the grant agreement with the Department of State in order to accommodate the anticipated timeline of plan development as outlined by our selected consultant (MUDW).
  - Consultant contract executed. MUDW to kick-off project in August.
- Facilities Master Plan
  - Department interviews continue. The Government Center departments have been completed and attention has moved to Public Safety departments as well as the Liberty campus. OSE and Public Works are coordinating the schedules of various County department heads with the County's consultant to facilitate these interviews, which will continue throughout the summer and into the fall.
- SUNY Sullivan Energy Project
  - Construction continues on the SUNY Sullivan energy project. The County is in receipt of change order #4, and after incorporating the change order the total project cost remains the same and the remaining contingency is \$524,717.78. The changes included in this change order were necessary to accommodate the installation of a new heat pump (including piping, duct work, wiring, etc.) for the server room which was requested by the College, as well as the inclusion of

replacement of several existing heat pumps that were not identified in the initial design, but were deemed necessary once field work commenced. There is no change to the final cost of the project to the County.

- Climate Smart Community Recertification
  - As noted above, an application to the NYS Climate Smart Communities Grant Program was submitted via the CFA process. If awarded, funding will be used to support the development of a Bicycle and Pedestrian Infrastructure Plan. Development of the plan will present an opportunity to establish equity in transportation, with a strong emphasis on convenience and safety for pedestrians and cyclists; provide safe alternative transportation pathways for those that lack personal transportation options, connecting communities with employment opportunities and critical services located in community centers; provide opportunities for low impact exercise such as walking; and reduce community-wide GHG emissions through the reduction vehicle trips to common destinations such as work, schools and shopping areas. Completion of the Plan will provide 3 credits to the County towards Climate Smart certification.

### **Public, Agency, and NYS Engagement**

- Met with Pattern for Progress to discuss the ongoing Electric Vehicle study that they are conducting for the Mid-Hudson Region. The study will be completed in early Fall (Late September/early October) and will position the County to be grant ready to access funding anticipated from the Bipartisan Infrastructure Bill. SR 97 was identified as a corridor in need of EVSE infrastructure, particularly fast charging equipment. We are investigating various options to deploy this infrastructure through partnerships with state and local entities (both public and private).
- Worked with Parks, Recreation, and Beautification as well as the County Attorney's Office to establish a standard MOU that will be available for use with not-for-profit /private entities that wish to provide volunteer hours on County property (clean-up, trail maintenance, etc.). Entities will be required to provide proof of insurance in a form acceptable to the Director of Risk Management and Insurance. This received legislative approval at the July Executive and Full Board meetings.
- NYS Association of County Health Officials (NYSACHO) has invited Heather Brown to participate in a series of virtual workshops focused on climate and health, as a speaker for one of the plenary sessions. The invitation was made due to participation as Co-Vice Chair of NYSAC's Climate Action Committee. The focus of the event will be to focus on specific projects that have been successfully implemented.

### **Administrative**

- OSE is hosting an intern from the Monticello High School Academy of Finance. The intern will be with the County through the end of August and will provide support to various offices within the Division of Planning.

### III. PARKS, RECREATION & BEAUTIFICATION

#### Park Planning and Management

- With the hot dry weather, we have been experiencing this summer, Lake Superior and the other County Parks have been well visited. The department has permitted approximately 30 group picnic permits for the parks and have sold over 225 season passes to Lake Superior.
- The Sullivan County Workforce for Development youth crew have begun building the trail on the beach side of Lake Superior State Park. The trail will be an approximately 2-mile-long loop that will start at the beach area and go through the meadows and wooded areas on the East side of Lake Superior.
- The Sullivan County Workforce for Development youth crew are also working on cleaning up the newly acquired park property in Callicoon. They are removing overgrown brush, litter, and prior flood debris.
- Met with local boy scout who is looking to complete an Eagle Scout project. He would like to install park benches along the D&H Canal in Wurtsboro, which two of the four benches would be on County property. The benches would include informational plaques discussing the history of the four modes of transportation along and near the D&H Canal.

#### Parks & Rec Events

- The Delaware Company is hosting the Commemoration of the Minisink Battle on July 23, 2022 at 4:00 pm.
- The Sullivan County Historical Society is hosting a new display opening of the Neversink-Hackle Dam Project. Representatives will unveil the display and discuss the project on Sunday July 24 at 2 PM.
- Summer en plein air Poetry and Art workshops launched by Sullivan County's new poet laureate Sharon Kennedy-Nolle and former poet laureate Eric Baylin. First two events took place at Stone Arch Bridge and Lake Superior; remaining dates:
  - August 6 D&H Canal, Summitville
  - August 20 Minisink Battleground Park, Barryville
  - August 27 Covered Bridge Park, Livingston Manor

#### Beautification

- Sullivan County Clean Team have been collecting litter along the County roads and Route 97 pull off areas.

## IV. GRANTS

### County Grants

- Budget Office
  - Continued to work w/staff to develop and submit our FEMA Public Assistance / COVID-19 Emergency Protective Measures Project 2 submission for reimbursement for eligible expenses.
  - Health Resources & Services Administration (HRSA) Provider Relief Funds / Phase 3 Reporting was completed timely with the support of Budget staff. Period 4 Reporting will open January 2023 and we will be expected to report on HRSA Provider Relief Fund payments received during the anticipated time frame of July 1st thru Dec. 31st of 2022.
- Public Safety
  - Worked w/ OEM, E911 and Sheriff staff to develop and submit the 2nd Q 2022 Progress Reporting due for submission end of July; and working on claim reimbursement requests for submission.
  - Continued to work w/ Fire Bureau, DPW and Purchasing staff on the Fire Tower / Storage Building project - a request for an amendment within the project has been submitted to Dormitory Authority State of NY (DASNY) for consideration and was subsequently approved. Storage building will be sole component, as the fire tower improvements will be addressed via the County capital budget in the future.
- Planning
  - Worked w/ Planning Commissioner and Deputy Commissioner and County staff as appropriate to address Consolidated Funding Application (CFA) development and submission on three (3) County Govt. projects...Bicycle & Pedestrian Master Plan, Senior Needs Assessment and Callicoon Park; DGA Supervisor participated in various meetings (i.e. – Facilities Master Plan / Space Study, etc.) as required; Various other program matters w/ assistance to staff as necessary.
- Parks
  - Worked w/ Parks and Budget staff to secure the snowmobile trail grant program reimbursement – we received the full reimbursement request and initiated action in paying our Trail Maintenance Entity (TME); worked w/ Parks Director and Trail Maintenance Entity to develop and submit the Phase II / FY22-23 NYS Snowmobile Trail Grant in Aid Program application proposal...pending receipt of information from our TME our proposal will be submitted.
  - As noted above, submitted Dormitory Authority State of NY (DASNY) Reimbursement Requisition packet for the reimbursement of costs on the Callicoon Park land acquisition
- County Clerk Office – worked w/ the County Clerk Office staff to secure the NYS Education Dept. / State Archives – Local Government Records Management Improvement Fund (LGRMIF) Individual Grant in the amount of \$67,508.00 which will

used for document conversion, and scanning of land records and appropriation maps into the County's existing digital imaging system for storage and retrieval both internally within the County Government, and for the general public. This will eliminate the daily handling of these fragile documents and will create a significant savings of time allotted for the current Co. Records Retention staff so they can devote to other priority activities within the Clerk's Office.

- **Administrative**

- Continued re- organization efforts:
  - Identified and secure a Grants Administration software vendor for use within County Govt. Resolution will be submitted for consideration at the August Management and Budget Committee. Working with ITS, Purchasing and the Budget Office to finalizing pricing, ensure procurement is handled appropriately, and identify sufficient funds in the 2022 budget to cover costs.
  - Working on revising the DGA Grants Administration Manual for future distribution.
  - Continued efforts w/ Human Resource staff to fill the Grant Writer position within the DGA;

## **V. AGRICULTURE & FARMLAND PROTECTION**

- 2022 Agricultural District Annual Additions
  - Coordinated required Public Hearing and prepared all documentation on Agriculture and Farmland Protection Committee recommendations
  - Followed up on issues related to initial Committee recommendations for addition to the districts. Updated committee recommendations to remove two properties from the recommendation. Continuing follow up through Legislative meeting to authorize the 2022 addition of properties into the County's two NYS-certified Agricultural Districts.
- GML 239 Review – Reviewed GML-239 referrals for properties in or adjacent to a NYS Agricultural District
- CCE June Ag and Food systems report attached