

## STRATEGIC PLANNING

Tuesday, August 15, 2017 – 6:00 p.m.

Police Training Room – Olean Municipal Building

Presnet: Members: Chairman Andreano, Alderman Witte, Alderman Gonzalez, and Alderman Smith. Others: Alderman Witte; Alderman Crawford; Mayor William Aiello; Fred Saradin, City Auditor; Mary George, Community Development Program Coordinator; Bob Bell, Fire Chief; Jeff Rowley, Police Chief; Ed Jennings, Code Enforcement Supervisor; Keri Kerper, Community Development Senior Account Clerk Stenographer, and Tiffany Taylor, Managerial Confidential Administrative Secretary.

### 1. Roll Call

Alderman Andreano called the meeting to order at 6:00 p.m. and asked that the record show that all committee members were present except Alderman George, who was excused.

### 2. Executive Session

A motion to enter into executive session to discuss pending litigation was made by Alderman Gonzalez, seconded by Alderman Witte. Voice vote, ayes all. Motion carried. Executive session entered into at approximately 6:05 p.m.

A motion to adjourn from executive session was made by Alderman Gonzalez, seconded by Alderman Witte. Voice vote, ayes all. Motion carried. Executive session adjourned at approximately 6:20 p.m.

### 3. Approval of Minutes of the Previous Committee Meeting (Tuesday, May 16, 2017)

A motion to approve the minutes of the May 16, 2017 Strategic Planning committee meeting was made by Alderman Witte, seconded by Alderman Gonzalez. Voice vote, ayes all. Motion carried.

### 4. Unfinished Business

None

### 5. New Referrals for Consideration

#### a. Presentation – Community Development – Grant Application/Award Summary

Ms. George and Ms. Kerper presented a slideshow of the Community Development Awards Summary (attached).

Alderman Crawford questioned if someone is working on the RFP for the Downtown Olean Farmers' Market, and Ms. George replied that a private individual is working with an engineer to put together an RFP at no cost to the City. Ms. Kerper stated that, once the RFP is completed, we will have a better idea of the design. Ms. George added that the Council will certainly have input. Alderman Crawford questioned when we could expect the RFP, and Ms. George stated that we should see it soon.

Alderman Gonzalez stated that the biggest reason that he requested this meeting was to see the real sticker price of these projects for taxpayers. Alderman Crawford added that we also need to see how we can get revenue back from these projects.

Alderman Dougherty questioned if there is additional funding available for the Farmers' Market, and Ms. George replied that the project is currently 82% funded. She is not aware of any agency that will fund more than 80%.

Ms. Kerper stated that, for the Allegheny River Canoe & Kayak Launch Project, that the City plans to use the driveway onto the City well site for parking, and have a horseshoe configuration across the street to allow for drop offs. This launch would be ADA compliant, while the launch on Green Street behind Four Mile Brewing will be smaller and not ADA compliant. Ms. George stated that the City can do a substantial amount of the work necessary in house, and it makes most sense to start the project in early March.

Ms. Kerper explained that the New York State DOT Transportation Alternatives Program (TAP) will not fund roundabouts, only a road diet, bike lanes and sidewalks for the Phase II Walkable Olean Project along Main and Barry Streets. The funding is proposed to be used to repair and replace sidewalks on Front and Main Streets, to create bike lanes, and to upgrade traffic signals. Ms. George added that the City Garage demolition and relocation was a large project that was thrown out there and got funded. We recognize that the DPW garage is on primary land that we would like to see redeveloped for other purposes. She stated that the monies can be held for some time, so we are not in a rush to get anything done at this time.

Alderman Gonzalez questioned if the \$687,087 is an estimate or actual costs for the City, and Ms. George replied that it is a little more than a guess. A lot of the engineering for the project can be done in house.

Alderman Witte questioned if there is a new location for the garage as of this time, and Ms. George replied that there is a proposed location but nothing has been decided. Alderman Witte questioned the additional cost of building a new garage, and Ms. George replied that the cost of building a new garage is not included in this grant.

Ms. George stated that the Transportation Enhancement Program Olean Creek Bicycle and Pedestrian Crossing Project is funding that we received several years ago, and is separate from the trail monies that we received. Alderman Gonzalez questioned if the funding has already been spent, and Ms. George replied that some has been spent on the design. As the railroad will not allow us to use their trestle, additional design planning is occurring. Ms. Taylor mentioned that the City match for this project had been allocated in 2013 when the grant monies were received. Alderman Gonzalez reiterated that this is why we are having this presentation, so that we know what we have spent, and what we still need to pay for.

Ms. George stated that we are working with our partners on the Allegheny River Public Access and Recreation Plan Project, and we are near the end stages in putting the plan together. She stated that she anticipates one more committee meeting and one more public workshop before the plan is completed. Once the plan is in place, we will be able to apply for more funding for tourism and recreational opportunities along the river. Ms. Kerper added that the plan calls for river and land access points for recreation. Grants have a better chance of being awarded when there is a plan in place.

Ms. George stated that the new Olean Homeownership Assistance Program is different from the past because you do not need to be a first time homebuyer. Alderman Crawford questioned if there is a policing process in the case that a property is bought with these funds, and then rented out. Ms. George stated that we can find out about this when we receive notification of changes on the homeowner's policy. We don't necessarily want to go to the point of taking the house and assuming the debt for the 80% that was funded through a traditional mortgage, but we do what we can. Ms. Kerper added that we work with the City Attorney in these cases, and that we also have a lien on the deed that becomes immediately due and payable if the homeowner moves out of the dwelling. Ms. George stated that this is a labor intensive program with a big outreach.

Alderman Gonzalez questioned, if we receive the \$10 million DRI funding, what the City will be on the hook for. Ms. George replied that the application included twenty two potential projects, many which require private enterprise contributions. Ms. Kerper stated that the \$10 million grant is leveraged on \$67 million in development. Ms. George stated that there are quite a few public improvement projects.

Alderman Witte questioned if infrastructure improvements, such as water and sewer line replacements, could be done with this funding. Ms. George stated that those types of improvements typically cannot be funded through the CFA process.

Ms. George stated that of the 22 proposed projects, we have attempted to put the public projects through the CFA process as well.

Alderman Witte stated that she feels that we should do all we can to support development in Olean,

Alderman Crawford questioned why the trail costs are so expensive, and Ms. George replied that we are required to pay prevailing wage for these projects.

Ms. Kerper stated that the maximum amount for the Microenterprise Grant Program is \$30,000 per person. Ms. George stated that there is little to no money in the Revolving Loan Fund, so we are saving the payments that we receive for matches on this.

Alderman Andreano questioned if there were ever grant opportunities for sidewalks or parks. Ms. George stated that in the past there were, as long as it went hand in hand with a major housing rehab in a targeted area. She stated that also, when you apply for more than one grant with a certain department, you are competing against yourself. You are lucky to get one award. We have received funding for the Recreation Center Project, so we won't get additional monies for another project. Ms. Kerper added that we need to determine our priorities.

Alderman Witte stated that in the past, we tried to budget one park per year. This has fizzled out, but she would like to see the City get back to this.

Alderman Gonzalez stated that the DRI is not a traditional grant, where we have a certain amount with a certain local match. Ms. George stated that if it is awarded, we will have time to have a planner come in (which is funded from the grant at \$300,000) to vet projects. Our hands are really not tied at this point. It is really the community's decision on what we do. We only submitted concepts with the application.

Alderman Andreano questioned if plans can be changed after a grant agreement is signed. Ms. George stated that it really depends on each program and department through which the grant comes.

Alderman Gonzalez stated that he really gets the feeling that everyone is in favor of wanting to fund these projects. He just wanted the Council to have a better picture cost wise of what the City is facing. Alderman Witte added that we have to consider, with in kind services, that we are taking City workers away from other things that they can be doing.

The Council thanked Ms. George and Ms. Kerper for their time and for putting this presentation together and bringing it to the Council.

## 6. Approval of Committee Reports

None

## 7. Adjournment

A motion to adjourn was made by Alderman Smith, seconded by Alderman Witte. Voice vote, ayes all. Motion carried. Meeting adjourned at approximately 7:05 p.m.



# Community Development Awards Summary

August 15, 2017

## Downtown Olean Farmers' Market

Delaware Avenue

• Empire State Development (20%)	\$ 220,000
• DASNY	\$ 600,000
• County	\$ 200,000
• City	<u>\$ 230,000</u>
Total Project Cost	\$1,250,000

Permanent year round Farmers' Market

## Downtown Olean Farmers' Market

### Next Steps...

- Design Engineering Services/RFP
  - Preliminary Schematic Design
  - Cost Estimate
- Design Development/Final Engineering
- Construction Documents
- Preparation of Bid Documents
- Construction
- Administration/Inspection

# Allegheny River Canoe & Kayak Launch Project

East Greene Street and East River Road (Well M<sub>37/38</sub>)

- Empire State Development (20%)     \$ 26,500
  - City (80%)     \$106,000
- Total Project Cost     \$132,500

City In-Kind:

Site Preparation – clearing, grading, leveling	\$30,500
Infrastructure/site work	\$25,000
Administration	\$ 9,000
Construction Inspection	<u>\$ 3,100</u>
Total	\$68,600

City Hard Costs:

Equipment: 1 regular launch and 1 ADA launch	\$37,400
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# BOA Downtown Redevelopment & Phase II Walkable Olean Projects

## Garage Demolition/Removal Roundabout (Main & Barry Streets)

- Empire State Dev.     \$ 400,000
- Restore NY     \$ 500,000
- City     \$ 658,087

## Road Diet, Bike Lanes, Sidewalks

- NYSDOT Transportation  
Alternatives Prog. (TAP) \$541,913

Total Combined Projects Cost \$2,000,000

Demolition of structures, environmental remediation, clearing, grading, leveling, fill, roundabout, pavement, sidewalks, bike lanes, travel lanes, traffic calming & signal upgrades. (Front and Main to Barry and North Union Streets)

## BOA Downtown Redevelopment & Phase II Walkable Olean Projects Continued...

These projects came from:

- The recognition that the City's DPW facility is located on prime commercial land near the heart of downtown. If relocated to a brownfield site, this underutilized site could be developed for a mix of housing and commercial uses; and
- The need for increased connectivity between the Hospital and downtown Olean via traffic calming infrastructure.

## Olean Creek Bicycle & Pedestrian Crossing Project

Trail Extension

- NYSDOT Transportation Enhancement Program (TEP) 80% \$535,516
  - City 20% \$133,879
- Total Project Cost \$669,395

Extension of trail from JCC to East Avenue through War Vets Park to improve circulation and pedestrian safety from the east side of the City and the downtown and from downtown to the public & private recreational facilities in East Olean.

# Olean Creek Bicycle & Pedestrian Crossing Project Continued...

## Original Project Budget Breakdown

Design:	\$ 80,000
ROW:	\$ 20,000
Construction/Inspection	<u>\$589,000</u>
Project Total:	\$689,000

## Revised Project Budget Breakdown

Design:	\$130,402 (\$80,000 + \$15,402 reallocated from ROW plus \$35,000 Construction)
ROW:	\$ 4,598
Construction/Inspection	<u>\$554,000</u>
Project Total:	\$689,000

Fisher Associates estimates for construction (including driveway, curb and sidewalk work along East Avenue and lighting) = \$480,000

# William O. Smith Recreation Center Improvements Project

• NYS Office of Parks	\$ 500,000
• Empire State Development (20%)	\$ 420,000
• DASNY	\$ 150,000
• City	\$2,483,423
Project Total	\$3,553,423

# Allegheny River Public Access & Recreation Plan Project

• NYS Dept. of State	\$38,785
• City of Olean & Partners	\$38,785
Total Project Cost	\$77,570

Planning Project to:

- 1) Explore strategies to improve waterfront access and attract recreation-based businesses to strengthen the tourism economy.
- 2) Identify new tourism and recreation projects for future funding that will enhance the public's access to waterfront areas and promote the River corridor.

Partners: City of Salamanca; Towns of Allegany, Portville, Olean and Salamanca and Villages of Portville and Allegany.

# Olean Homeownership Assistance Program

- \$400,000 in HOME funds from the NYS Office of Community Renewal
- Assist 28 low- to moderate-income eligible homebuyers (no housing rehabilitation)
- \$11,000 per unit for down payment & closing costs

## Project Schedule

12/08/2016	State Award
03/1-05/31/17	Environmental
06/26/2017	City signed agreement
08/03/2017	Response to RFP for HUD Counseling Due
09/2017	Agreement signed by State
09/2017	HUD Counseling Agency Hired
09-17-09/18	Outreach & Marketing
10/01/2017	Accept Applications

## Olean Homeownership Assistance Program Continued...

### Budget

NYS OCR \$400,000  
 City        \$13,776  
 Total       \$413,776

	<u>OSC</u>	<u>City</u>
Downpayment & Closing (28 H/H x \$11,000/unit)	\$308,000	\$ 0
Site Prep./Improvements (28 households x \$1,000/unit)	\$ 28,000	\$ 0
Project Soft Costs	\$ 27,440	\$ 2,240
Project Delivery (staff)	\$ 16,562	\$ 3,080
Administration	<u>\$ 19,998</u>	<u>\$ 8,456</u>
	\$400,000	\$13,776

## Olean Homeownership Assistance Program Continued...

- Assist eligible applicants between 50-80% of Area Median Income.
- No requirement that the applicant be a first-time homebuyer.
- Provide 20% of the purchase price of the home for downpayment & closing cost assistance (Maximum \$11,000).
- Single family home.
- 80% of financing to come from another public or private lender.
- City takes second lien on home.
- Recipient required to live in home for 5 years in order for financial assistance to be forgiven.

## Pending Applications

- Downtown Revitalization Initiative \$10 million. If awarded, \$300,000 for Strategic Planning; \$9,700,000 for Capital Projects.
- Tree Inventory Grant to NYSDEC for \$50,000 (no match required).
- Bradner Stadium/Forness Trail CFA to ESD & OPRHP \$59,713.60 (ESD); \$200,000 (OPRHP) \$298,568 (City). Trail extension from Bradner Stadium looping around Forness Pond.

## Pending Applications Continued...

- Walkable Olean Phase III CFA to ESD \$120,000 (ESD); \$480,000 (City/NYS DOT). Intersection improvements at Barry & East State Streets.
- Microenterprise Grant Program to Office of Community Renewal for \$200,000 in partnership with Olean Business Development. Program will: 1) provide entrepreneurial training and technical assistance to low- to moderate-income individuals or business owners who make jobs available to low- to moderate income persons; 2) Capital grants to start-ups and existing microenterprises.