

18/19

Annual Report

SOUTHERN TIER WEST



Southern Tier West
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Executive Director's Note

I am very thankful for all the individuals who volunteer to make Southern Tier West and our affiliate organizations the best organizations possible. It takes a concerted effort to make sure they are operating within their mission and following the policies and procedures that have been adopted by previous boards. Having access to people who will ask the hard questions and truly care about the work being done by staff, is a wonderful experience.

Within this report we provide updates on the Southern Tier West affiliations: Chautauqua, Cattaraugus, Allegany, Steuben Southern Tier Extension Railroad Authority (STERA), the Southern Tier Enterprise Development Organization (STEDO), the New York State Sustainable Agriculture Working Group (NYSAWG) and the Western Region Corporation (WRC). Our affiliations help us complete our mission of assisting with community and economic development efforts across our three-county region.

As in past years, Southern Tier West is maintaining its current programs while expanding on opportunities presented to us. The new drone technology incorporated during this past year is a prime example. The drone will provide a tremendous amount of opportunities in assisting our partner counties and local municipalities with very technical land and watershed analysis. We have also modified our approach to website maintenance by incorporating mobile-friendly sites for those municipalities that desire that enhanced feature.

I think as all vibrant organizations do, we are continually evaluating our programs and projects. We realize we do not always get it correct on the first go around. Over the next year, we will assess our current programs and find a way to improve and make them more sustainable. We will approach each program area with the resolve to make the region better in the years to come and stretch ourselves as an organization as we do so. We realize for as much as we promote and encourage entrepreneurship within our region, we must embrace that concept as well in all our program areas.

I appreciate your interest in Southern Tier West and hope you find this report useful for your purposes.

FINANCIALS

JULY 1 2018 - JUNE 30, 2019

Current Assets	\$ 215,120	Total Revenues	\$2,460,080
Other Assets	\$ 989,020	Total Expenses	\$ 916,487
Total Assets	\$1,204,760	Change In Net	\$ 543,593
Current Liabilities	\$ 104,760		
Other Liabilities	\$ 0		
Total Liabilities	\$ 104,760		
Total Net Position	\$1,099,379		

Federal Funding

APPALACHIAN REGIONAL COMMISSION (ARC)

This annual report period covers the final application submission phase for the FY 2019 ARC Area Development Program applicants, and the technical assistance and pre-application phase for FY 2020 applicants. For the FY 2019 funding cycle, 12 applications from Southern Tier West were approved by New York State DOS to be forwarded to ARC in Washington for final review and possible award contract. The 12 projects comprised \$1,389,656 in funding requests for projects totaling \$2,897,504. The projects supported ARC goals in the areas of Economic Opportunities, Ready Workforce, Leadership and Community Capacity, and Natural & Cultural Assets.

In March 2019, STW hosted ARC General Information Sessions in each of the three counties we serve. More than 60 individuals or organizations received an overview and guidelines of the Area Development Program as well as eligibility requirements and suggestions on how to develop a successful project. Since that time, STW provided potential applicants with extensive technical assistance in the preparation of a pre-application. Beyond feasibility and stated need, ARC grant proposals must demonstrate quantifiable economic development impact on the region that is sustainable and ongoing. Grants are reviewed and awarded based on projected performance measures.

Staff is currently working with seven applicants, including school districts, institutions of higher education and non-profits to complete their full, final applications for FY 2020. The final pool of proposals represents \$890,147 in funding requests for projects that total \$1,502,860. Most of the projects support ARC's Ready Workforce goal, developing new programs or services to educate, train or re-train the region's workforce for demand jobs, and local employers that reinvest within the region. One project supporting ARC's Natural & Cultural Assets goal leverages a historic cultural asset as a driver of economic development in a struggling rural area. The final grant review determination and issuance of contracts from the Appalachian Regional Commission for the FY 2020 applicant pool is estimated for mid-spring, 2020.

ECONOMIC DEVELOPMENT ADMINISTRATION (EDA)

Comprehensive Economic Development Strategy (CEDS)

The 2018 CEDS focuses on linking regional competitiveness to investment in a knowledge-based economy. The CEDS uses established data-driven analytical techniques to evaluate the region and establish effective strategies for economic development. The CEDS also continues Southern Tier West's other strategic foci, including broadband deployment, financial assistance, infrastructure development, and transportation-based economic development. The CEDS contains lists of strategic economic development projects and includes a section on economic resilience. This document can be found on our website.

12 PROJECTS

TOTAL ARC FUNDING REQUEST: \$2,897,504

Projects supporting Economic Opportunities, Ready Workforce, Leadership & Community Capacity, and Natural & Cultural Assets

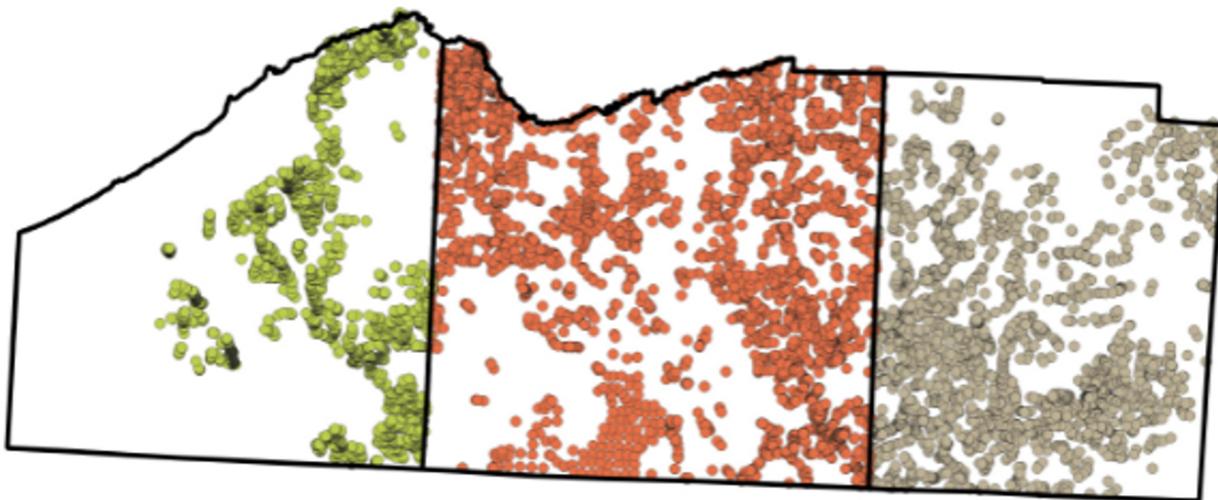
Program Areas

BROADBAND DEVELOPMENT

Southern Tier West continues to advocate for businesses, entrepreneurs, students, and citizens who are still experiencing the digital divide. This year in partnership with Cattaraugus County, Chautauqua County, DFT Communications, and Southern Tier Wireless, Southern Tier West submitted and was awarded a grant from the Appalachian Regional Commission under the Power Initiative totaling \$794,000 in total project costs. This project will provide wireless broadband signal to over 2,000 household and business locations across the three counties of our region.

The project will strengthen existing clusters; especially agriculture, education, telehealth and local tourism, and facilitate additional entrepreneurial development. The project will place new antennas at eight cell tower locations across our three-county region, including one tower to be built with project funds. This project will also provide additional fiber backhaul to two locally-owned fixed wireless providers that are maxing out the currently available bandwidth.

Address locations left to satellite Internet service after NYS Funding for fiber to the home



PROVIDED 25 COMMUNITIES WITH ENHANCED BROADBAND SERVICE

- 206 SMALL BUSINESS LOCATIONS
- 121 AGRICULTURAL LOCATIONS
- 10 TOURISM DESTINATIONS WITHIN OUR REGION

Program Areas

FOOD SYSTEMS DEVELOPMENT

Southern Tier West's Food System Development Program focuses on facilitating strong economic impacts and development connections among the five major aspects that define a food system: production, processing, distribution, consumption, and disposal. Southern Tier West's food system work is being transitioned under the umbrella of its non-profit affiliate, NY Sustainable Agriculture Working Group (NYSAWG).

STW and NYSWAG provide technical assistance and capacity building opportunities to the managers and vendors of the region's 21 farmers markets to assist with operational efficiencies and strengthening customer bases. Individual training was provided to two new market managers on market best practices and understanding regulatory guidelines and ongoing support was provided on an "as requested" basis to all the market managers. Two professional development workshops were presented to help market vendors and food entrepreneurs enter the marketplace and understand food manufacturing regulations: Recipe for Success: Selling Food Products and Food Development, Safety, and Regulatory Compliance. Both workshops were attended to capacity and received favorable participant evaluations.

NYSAWG is a partner of the Allegany County Farm to School Program, a project of Cornell Cooperative Extension of Allegany County. NYSAWG secured an \$8,200 grant from the Allegany County United Way to purchase and install a blast chiller/freezer unit at the Allegany County jail where local fresh produce will be processed and frozen and ready for schools to use in school meal programs.

Promotion of the region's farms, markets, and other local food related businesses is through the Fresh Local WNY brand, both with an active Facebook page and a comprehensive website directory. Staff redesigned the website format and is updating the directory listing for hundreds of farms, farmers markets, farm stands, craft beverage makers, value-added food processors, and more. The redesigned format will allow for fee-based premium content and sponsored ads.

Staff was invited to present a workshop at the 2019 Northeast Organic Farming Association-NY annual conference and developed a session on grant writing basics for farmers and food producers: Getting Access to Capital: If I Only Had a Grant. Staff is a member of the Cattaraugus County Agriculture and Farmland Protection Board and is an advisory committee member contributing to the update of the County's 10-year agriculture protection plan. Staff also represents NYSAWG and STW on the Cattaraugus County Healthy Communities Consortium, the Population Health Collaborative project of WNY, the Chautauqua County Food Policy Council advisory committee, and the NY Small Scale Food Processors Association. Plans for the coming year include a series of training and development workshops for the farmers market sector, regional data and metrics collection to analyze economic impact of farmers markets, formation of a Food Policy Council for Cattaraugus County, and a regional Food System and Agriculture Economic Summit.

21 FARMERS MAREKTS

WERE ASSISTED WITH OPERATIONAL EFFICIENCIES AND STRENGTHENING CUSTOMER BASES

Program Areas

NYSERDA- CLEAN ENERGY COMMUNITIES

The NYSERDA Clean Energy Communities Program provides local governments with a simple, but robust and flexible framework to guide them through implementation of high-impact clean energy projects.

NYSERDA identified 10 high-impact actions for local governments:

- **Benchmarking**
- **Clean Energy Upgrades**
- **LED Street Lights**
- **Clean Fleets**
- **Solarize**
- **Unified Solar Permit**
- **Energy Code Enforcement Training**
- **Climate Smart Communities Certification**
- **Community Choice Aggregation**
- **Energize New York Finance**



Picture taken at EV charging station in Stockton, NY

In 2018/2019 the Southern Tier West Clean Energy Communities Coordinator assisted municipalities to complete four of the ten high-impact actions, enabling them designation as a Clean Energy Community. Once receiving this designation, the municipality was able to apply for a grant to receive match-free funding between \$5,000 and \$250,000 for additional support with clean energy projects. In our three-county region, 38 municipalities participated in the program and 24 earned designation from New York State. The municipalities individually submitted clean energy projects and were awarded a total of \$1,005,000, bringing the projects to fruition. A significant outcome of the program was the installation of EV Charging Stations in the area. Fifty-four new electric vehicle charging stations were installed in 27 municipalities.

38 COMMUNITIES PARTICIPATED

24 EARNED DESIGNATION

- Chautauqua County
- City of Salamanca
- Towns of Amity, Ashford, Busti, Conewango, Ellicott, Ellicottville, Ellington, Hanover, Humphrey, Kiantone, Persia, Poland, Pomfret, Rushford, Stockton
- Villages of Celoron, Cuba, Falconer, Lakewood, Sherman, Silver Creek, Westfield

Program Areas

YOUNG ENTREPRENEURSHIP ACADEMY (YEA!)

YEA! is a program that takes students ages 11-18 through the process of starting and launching a real business or social movement over the course of an academic year.

A total of \$5,000 was awarded amongst five students who graduated in 2019. Throughout the program, students meet and work with over fifty volunteers and business owners in the local community by going on field trips and having guest speakers in class.

MaKayla Kreamer, a homeschooled graduate, won the Investor Panel for a grand prize of \$2,028 for her business Partner with Paws, an on-the-go pet grooming service. MaKayla filed a DBA and is currently seeing approximately 15-20 clients a month and has six monthly memberships.

Premier sponsors included: Boundless Connections, Cattaraugus County IDA, CUTCO Corp., SolEpoxy, Walmart, National Grid, Community Bank, N.A., The Bruce T. Williams Foundation and Olean Business Development Corp. Empire Coach Lines generously offered free transportation to students for field trips. Jamestown Community College also offered space for events. Boundless Connections hosts the class each week for the entire program.



5 STUDENTS GRADUATED/\$5000 AWARDED IN 2019

Program Areas

LOCAL GOVERNMENT & COMMUNITY ASSISTANCE

Southern Tier West's Local Government & Community Assistance Program assists municipal officials to enhance their skills and competencies through technical assistance and training programs.

2019 Corporate Sponsorship

Corporate Sponsorship is offered to our local businesses allowing them to partner with STW, enabling them to market their products and services to local governments face-to-face.

Corporate Sponsors \$1000 level: 1- Gernatt Asphalt Products Inc.; 2- TheSatellite.Biz;
3- Williamson Law Book Company

Corporate Supporters \$275 level: 1- Applied Business Systems Inc.; 2- Comp Alliance;
3- Clark Patterson Lee; 4- E&M Engineers & Surveyors; 5- G&G Municipal Consulting;
6- Larson Design Group; 7- MRB Group; 8- PERMA; 9- Young Explosives Fireworks



TheSatellite.biz



In 2018/19 **Municipal Websites** were created for the Towns of Alma, Angelica, and Chautauqua. Of the 124 local governments in our region, 69 municipalities have their web presence through Southern Tier West.

Records Management (reorganization and disposal) was provided to the Towns of Almond, Andover, Burns, Busti, Carrollton, Hinsdale, Scio, and Westfield.

Training 2018/2019

- Notary Public Training - September 2018
- **Planning & Zoning Training** was held in October and November 2018 that highlighted the following topics: SEQRA and Land Use Case Law Update, NYSERDA's Model Solar Energy Local Law, Minute Taking & Other Duties P/ZBA Secretary, Blight Strategies & Tools for Local Governments, and Enforcement of Zoning & Other Local Laws.
- Powers & Duties for Newly Elected & Incumbent Officials - February 2019
- The **Annual Local Government Conference** was held on May 9, 2019 at Houghton College. Forty-six classes were offered ranging from an Active Shooter Class to Drinking Water Source Protection Program to Developing Your Communities Entrepreneurial Ecosystem. There were over 500 local officials in attendance. All three county Planning Board's were present as exhibitors at the event.

2 NEW SERVICES

OFFERED IN 2019

- Drone Services
- Mobile-Friendly Websites built thru Weebly

Program Areas

GEOGRAPHIC INFORMATION SYSTEMS (GIS)

2018/2019 was an exciting time for the STW Community GIS Department. In addition to the traditional ground-based, Trimble powered, data collection capabilities; a new tool was added to our resources - a state-of-the-art DJI Matrice 100 Mapping Drone. This professional-grade drone gave Southern Tier West the ability to produce high-resolution base maps of any land surface in the region. In addition to this, Southern Tier West acquired powerful mapping software, enabling creation of fully-interactive 3-D models that were manipulated and tailored to the end-user's specifications.

Southern Tier West is utilizing the Drone to complete two major watershed projects within the region. First, creation of an interactive high-definition base-map of 62 miles on the Genesee River running through Allegany County, which will help identify and correct erosion and sediment control issues as well as monitor the floodplains and identify any hazards/issues along the river. Second, creation of an interactive high-definition base-map of the Chautauqua Lake shoreline, which will be used by Chautauqua County to locate and control invasive species and other unwanted aquatic plant life in Chautauqua Lake.

In addition to the new Drone program, Southern Tier West continues to offer GIS services to communities for projects such as sluice-pipe, tile, and DI location, identification, and mapping; hydrology infrastructure asset mapping; signage inventories; and cemetery records updating. See more at www.communitygis.com.



DJI Matrice 100 Mapping
Drone



3-D fully interactive model of the Genesee River

2 MAJOR PROJECTS 2019 WATER SOURCE PROGRAM

- Genesee River Interactive Map
- Chautauqua County Shoreline Interactive Map

Affiliate

SOUTHERN TIER ENTERPRISE DEVELOPMENT ORGANIZATION (STEDO)

STEDO provides small business owners and entrepreneurs with access to capital through low interest, public-sector loan funds featuring flexible conditions and terms.

During FY2018-2019, STEDO closed loans totaling \$137,500 for small businesses that projected the creation or retention of approximately 115 jobs in Allegany, Cattaraugus, and Chautauqua counties. The original loan value among STEDO's current clients is \$1,267,365 with most investment targeted to the manufacturing and service sectors. STEDO's administrative structure consists of an 8-member Board of Directors with representation from each of the three counties. Three new projects were approved under the JDA Agribusiness Fund in the Spring and Early Summer of 2019 totaling \$568,439. Qualified businesses include, but are not limited to, value-added processors, food distribution companies, food aggregators, craft beverage producers, and Food Hub participants.

STEDO also applied for and was awarded a new working capital fund from Empire State Development totaling \$260,708. STEDO can help businesses with working capital needs from \$10,000 to \$40,000. STEDO worked closely with local banks, Cattaraugus County Economic Development, Western Region Corporation, Cattaraugus County Business Development Center, and other organizations with loan funds to create the best financing packages possible for small business owners.

WESTERN REGION CORPORATION (WRC)

The Western Region Corporation assisted several projects within our region through its two loan funds. The WRC small business loan fund assisted two businesses, one from Cattaraugus County (a \$75,000 working capital loan) and the other from Chautauqua County (a \$40,000 working capital loan). These two projects together involved the creation of 9 new full time jobs and 33 seasonal jobs in our region.

STEDO: 115 JOBS

CREATED AND/OR RETAINED IN 2019

\$705,939 Loaned Out

WRC: 9 FULL-TIME JOBS/33 SEASONAL JOBS

CREATED AND/OR RETAINED IN 2019

Affiliate

SOUTHERN TIER EXTENSION RAILROAD AUTHORITY (STERA)

Freight volume remained level (0.4% increase) compared to 2017 across the system.

STERA was involved in the following six projects for a total of \$11,116,958 in FY2018-2019:

- continued closeout work on a completed project involving a track realignment and bridge repair project on the Southern Tier Extension line in Chautauqua County
- continued closeout work on a completed project involving tie replacement, track alignment, and grade crossing and turnout rehabilitation between Olean and Killbuck on the Southern Tier Extension line in Cattaraugus County
- continued closeout work on a completed project involving tie replacement and grade crossing rehabilitation between Olean and Portville on the Buffalo line in Cattaraugus County; STERA has applied for an extension to utilize unspent funds to rehabilitate an additional grade crossing
- continued work on a project involving replacement of 8,000 linear feet of welded rail in Carrollton in Cattaraugus County, and repairing three bridges in Jamestown, one bridge in Salamanca, and one bridge in Olean
- continued work on a project in the Olean rail yard involving improvements to the engine house, installation of a yard video security system, installation of 6,000 6x8 ties, and replacement of 8 switches
- received a contract for a project involving installation of approximately 13,000 ties, ballast, surfacing, repair/replacement of 3 public highways and 11 private farm grade crossings, and replacement of turnout switch timbers between Steamburg and Waterboro, and in the Poland Center area, all in on the Southern Tier Extension Line



STERA: \$11,116,958 INVESTED
FOR SIX PROJECTS IN FY2018/2019

Our Team

BOARD MEMBERS

CHAIRMAN KIER DIRLAM

Allegany County, Town of Almond

VICE CHAIRMAN JAY GOULD

Chautauqua County, Town of Ashville

SECRETARY ROBERT KEIS

Cattaraugus County, Town of Mansfield

CRYSTAL ABERS

Cattaraugus County, Town of South Dayton

GEORGE BORRELLO

Chautauqua County, Village of Mayville

CRAIG CLARK

Allegany County, Town of Alfred

CHUCK COUTURE

Cattaraugus County, Town of West Valley

JOE GALATI

Chautauqua County, Town of Westfield

CHARLES JESSUP

Allegany County, Town of Belmont

NORM MARSH

Cattaraugus County, Village of Little Valley

DON MCCORD

Chautauqua County, City of Jamestown

DEB ROOT

Allegany County, Town of Scio

WILLIE ROSAS

Chautauqua County, City of Dunkirk

JERRY SCOTT

Allegany County, Town of Cuba

DONNA VICKMAN

Cattaraugus County, Town of Farmersville

LUCILLE WHITE

Seneca Nation of Indians, Town of Irving

STAFF MEMBERS

RICHARD ZINK

Executive Director

THOMAS BARNES

Sr. Regional Economic Development Coordinator

CRAIG KLOSE

Regional Development Associate

HALLEY KOTTWITZ

Economic Development Associate

KIMBERLY LAMENDOLA

Regional Development Coordinator

Food Systems Manager

SAM LEWIS*

GIS Coordinator

JONATHAN MAYR

Clean Energy Communities Coordinator

SARAH PHEARSDORF

Community Assistance Specialist

* Left during the year



PARTNERSHIP FOR
DEVELOPMENT SERVING
ALLEGANY, CATTARAUGUS,
AND CHAUTAUQUA
COUNTIES