

BOARD/STAFF/FINANCIALS

BOARD OF DIRECTORS

ALLEGANY COUNTY

Kier Dirlam, Vice Chairman—Almond
 Mitchell Alger*—Wellsville
 Craig Clark—Alfred
 Charles Jessup—Belmont
 Deb Root—Scio
 Jerry Scott—Cuba

CATTARAUGUS COUNTY

Robert Keis, Chairman—Mansfield
 Crystal Abers—South Dayton
 Charles Couture—West Valley
 Norm Marsh—Little Valley
 Donna Vickman—Farmersville

CHAUTAUQUA COUNTY

Jay Gould, Secretary—Ashville
 Joe Galati—Westfield
 Vincent Horrigan—Bemus Point
 Kevin Sanvidge—Fredonia
 Willie Rosas—Dunkirk

SENECA NATION OF INDIANS

Lucille White—Irving

Regular meetings of the Board are held on a monthly basis on the 3rd Thursday of the month. At the June meeting, potential ARC Projects are presented to the Board; the September meeting is the Annual Meeting.

* Left during the year

STAFF MEMBERS

Richard Zink
 Executive Director
 Susan Avery
 Local Foods Programs Specialist

Thomas Barnes
 Sr. Regional Economic
 Development Coordinator
 EDA Program Manager

Halley Kottwitz
 Economic Development Associate

Kimberly LaMendola
 Regional Development Coordinator
 Local Foods Project Manager

Jonathon Mayr
 GIS Project Coordinator

Nicole Nyznyk *
 Community Assistance Specialist

Patrick O'Connell *
 Practice Enhancement Associate

Sarah Phearsdorf
 Community Assistance Specialist

Brenda Farnham
 Maintenance

* Left during the year

FINANCIAL REPORT

REVENUE

Federal Funds	\$456,000
State Funds	53,052
County Contributions	67,520
<u>Other</u>	<u>200,944</u>
Total Revenue	\$777,516

EXPENSES

Personnel Comp.	\$182,225
<u>Indirect & Other Costs</u>	<u>170,341</u>
Total Expenses	\$851,034

CHANGES IN NET (\$73,518)

Current Assets	\$241,841
<u>Other Assets</u>	<u>989,000</u>
Total Assets	\$1,230,861
Current Liabilities	\$249,615
Other Liabilities	396,032
<u>Total Liabilities</u>	<u>\$645,647</u>
Total Net Position	\$585,214



SOUTHERN TIER WEST REGIONAL PLANNING & DEVELOPMENT BOARD

2015-2016 ANNUAL REPORT

Partnership for Serving Allegany, Cattaraugus, and Chautauqua Counties

A NOTE FROM THE EXECUTIVE DIRECTOR—RICHARD ZINK

For the past 47 years, Southern Tier West Regional Planning and Development Board has served the counties of Allegany, Cattaraugus and Chautauqua as well as the Seneca Nation of Indians with a purpose. The purpose has always been the same — to improve the quality of life for the region's people. The manner in which this purpose has been fulfilled has taken on many appearances. I see the Local Government Program, which is the central core of our mission as strong as ever. Our trainings have seen an increase in attendance to levels that we have not seen before. Our records management program and GIS Program are continually working to provide resources and assistance to communities of every size and capacity within our region.

Just as important, over the past year, the affiliates that Southern Tier West administers have had a positive impact within our region. Our STEDO Revolving Loan Fund has been very active assisting small businesses and is positioning itself to nearly double the size of the loan fund it oversees and makes available to the regions businesses. The Southern Tier Extension Rail Authority has supported a key piece of rail infrastructure that crosses our entire region by continually obtaining grants to upgrade and maintain the rail line. The STW Foundation has brought in nearly one million dollars for broadband enhancements across our region as well as support many community projects. This year we have worked to assume the administrative duties over a new affiliate that will enable Southern Tier West to have a greater impact in assisting our local food sector.

We "all know" that business must change with the times; the new technology, the new markets, the new opportunities. Though what "we know" is not always easy to accomplish, sometimes to the point of not pursuing change. Over the years I have tried to emphasize that Southern Tier West does not exist in a vacuum. We are a board-run organization that would not exist without the partnership of our member counties and the Seneca Nation of Indians. We would not be able to be as impactful without a dedicated board of directors that generously give their time to help guide and direct this agency.

Lastly, with any organization, it is the staff that makes it work. Their daily efforts are often overlooked — because they are just doing their job. Well, I think that there is just doing your job, and then there is putting in late hours and extra effort, weekend meetings to make a program better than planned, to make this organization better and better, assisting the region in transforming it for the years to come. As Theodore Roosevelt stated: "It is not the critic who counts; not the man who points out how the strong man stumbles, or where the doer of deeds could have done them better...but who does actually strive to do the deeds; who knows great enthusiasms, the great devotions; who spends himself in a worthy cause; who at the best knows in the end the triumph of high achievement, and who at the worst, if he fails, at least fails while daring greatly." It is great to know that each staff member is in the arena, striving.

LOCAL FOODS

In October 2015, STW released "Southern Tier West: The Invigoration of Local Livestock and Processing Industries," a 100+ page report prepared by Kitchen Table Consultants at the conclusion of their assessment of our region's meat animal producers and their processing needs. The report has garnered much attention from the many different stakeholders in the local meat supply chain and technical support organizations as it details the many opportunities that exist to assist both meat animal producers and processing company operators in attaining their highest efficiencies to meet consumer demand while realizing increased profitability.

In September 2015, STW were awarded \$99,813 grant from the USDA Farmers Market SNAP Support Grant program to support our work over 24-months to increase the use of SNAP benefits redemption at our local farmers markets. The overall goal is to acculturate SNAP supported households to use their local farmers market as a source for fresh, healthy food sources that can contribute to improved household health indicators. With the dedicated resource of our Program Coordinator, we've been able to develop working relationships with the region's human service agencies and provide them with handy resource tools and information so that they can better serve their clients by making the connections to the respective farmers market that can serve their household needs. The use of specially trained associates that we've deployed to farmers markets has been a unique approach to building customers' confidence in shopping at farmers markets, and combined with cooking demos of easy, low-cost recipes, we've been able to document an uptick in SNAP purchases in the early part of the farmers market season.

The Local Foods Project Manager was part of a small specialized cohort who received training from American Farmland Trust in February 2016 in local food supply chain facilitation to New York State institutions and other wholesale buyers. The training will support the emerging work that

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FEDERAL FUNDING

APPALACHIAN REGIONAL COMMISSION

Southern Tier West recently revised the outreach strategy and application calendar for the Area Development Program to allow for a longer window for technical assistance, to diversify the applicant pool, and to submit complete and high-quality applications as early as possible to NYS DOS for state approval and subsequent transmittal to ARC. FY2016 ARC application cycle, STW conducted over 40 individual pre-application consultations of which approximately 80% were with nonprofits. We received 7 pre-applications totaling \$564,000 in ARC requests to support programs or projects totaling nearly \$1.16 million.

Within this annual reporting period outreach was conducted for the FY2017 ARC applicant pool and over 70 individual or group technical assistance contacts were made. In June 2016, STW received 10 pre-applications totaling \$955,855 in ARC grant support. STW's Regional Development Coordinator will continue to work with the applicants that are invited to submit full proposals to assist in the preparation of strong program designs that align with ARC's grant investment priorities.

ECONOMIC DEVELOPMENT ADMINISTRATION

[Comprehensive Economic Development Strategy](#)

The *2015 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, plus a new section on economic resilience.

2015/16 CORPORATE SPONSORSHIP

Local Government Corporate Sponsors:

E&M Engineers | KHEOPS

Local Gov't Corporate Supporters:
Gernatt Asphalt Products | Labella Associates
Larson Design Group | NEAMI | PERMA
Wendel Companies | Williamson Law Book

SOUTHERN TIER WEST PROGRAM AREAS

LOCAL FOODS CONTINUED . .

STW is doing at the local level to foster the movement of food from small- to mid-size market growers to market channels that have the potential for greater profitability and increased efficiencies. Much of our work to date in this effort has been to promote communications and relationship development between growers and potential buyers as the first step toward formalizing buying arrangements.

We have begun the process to take the legal responsibility for NYSAWG (New York Sustainable Agriculture Working Group), a 501(c)(3) not-for-profit organization that has been mostly inactive for the past several years. NYSAWG will become an affiliate organization of Southern Tier West and staff will work to rebuild the Board, mission, operations, programming, resources, and partnerships that will enhance our local and regional food system development work.

LOCAL GOVERNMENT

Overview of Community Assistance Program (CAP) Membership

Cost per year	Number of Municipalities in	
	2015	2016
Basic \$150	73	85
Website Design \$250 (1-time)	3	5
Website Maintenance \$150	22	35
Community GIS \$400	0	2
Records Management \$200 (per day)	1	2

[23rd Annual STW Local Government Conference](#)

The *Annual Local Government Conference* was held on May 11, 2016 at Houghton College in Houghton, New York. Over 450 municipal officials pre-registered with over 550 in attendance. Forty-four classes were offered with an average of 40 participants per class. Topics ranged from Community Benefits of Farmers Markets to Building Toolkits for Strategic Operations, Meth Labs: Hidden Danger to Water Operators, to Emergency Planning & Preparedness.

[Fall Planning & Zoning Conference](#)

The *Annual Fall Planning & Zoning Conference* was held on November 4, 2015 in Salamanca and on November 5, 2015 at Chautauqua Suites Hotel & Expo Center. Topics included Enforcement of Zoning & Other Local Laws, Comprehensive Planning, Safety Hazard Awareness for CEO's, Visioning Rural Communities, and Ethics for Planning & Zoning Officials. Exhibitors in attendance included Association of Towns of the State of NY, Environmental Finance Center, Larson Design Group, and PERMA.

[Municipal Websites](#)

Through STW's Municipal CAP Membership, STW created eight new websites for the Towns of Independence, East Otto, Hinsdale, Ischua, Olean, and Villenova and the Villages of Cherry Creek and Little Valley in 2015/2016. This brings the total to 56 municipalities who use STW for full website design and maintenance.

[Geographic Information Systems](#)

Southern Tier West continues to see an increased interest among local municipalities in the utilization of the GIS department; culvert inventory collection continues to be the most requested service provided. This year, STW completed culvert inventory books for the Towns of Chautauqua, Pomfret, South Valley, and the Villages of Lakewood, Westfield, and Bemus Point. These books provide detailed, street by street maps of every culvert in the municipality and help with town planning, emergency preparedness, and general maintenance and upkeep. In addition to the culvert inventory books created for these municipalities, the STW GIS department also partnered with the Village of Falconer to map all of the village's drop inlet boxes, as well as the Town of East Otto to complete an all-inclusive signage inventory. Corresponding maps were distributed to the municipalities. All of the data collected by Southern Tier West is processed at the STW offices and presented to the municipality in the form of hard copy (paper) maps as well as digital maps that are uploaded to the STW CGIS website. Once uploaded, these maps are easily accessible for use in the field and can be viewed using any mobile device via the STW CGIS Flex Viewer.

In 2016, the GIS Department worked closely with the Village of Springville on their ongoing downtown revitalization project. The GIS Department was tasked with mapping all aspects the village's water infrastructure. In total, the GIS Department created 1,263 maps for the village, which contained over 1,400 data points. These data points included water valve, fire hydrant, and manhole locations and specifications. The maps were presented to village officials, the Springville Water/Sewer Division, and the Village of Springville Fire Department.

[Records Management](#)

Southern Tier West assisted the Town of Freedom and the Town of Angelica with reorganization and disposition of their records.

STW also assisted 16 municipalities with records count of vital statistics, payroll records, and minutes to be included in the 2016/2017 Records Management grant submitted to NYS Archives in March 2016.

TRANSPORTATION

The *Southern West Regional Transportation Committee* meets quarterly to discuss transportation related projects, needs, and concerns. The committee is comprised of members representing such entities as NYSDOT, Chautauqua County DPF, Cattaraugus County DPW, Allegany County DPW, Seneca Nation of Indians, Allegany County Planning, Cattaraugus County Planning, and NYS Senate. The Committee assembles transportation related officials, from both the local and state levels, to discuss possible funding sources, state transportation programs, ongoing and upcoming transportation related projects, and the needs and concerns of local officials. In addition, the Southern Tier West Regional Transportation subcommittees provides quarterly reports on area trails, waterways, and railroad systems.

WATERSHED MANAGEMENT

In October 2015, Southern Tier West held the third *Annual Stormwater Conference* at Holiday Valley Resort in Ellicottville, NY. Topics included implementing green stormwater infrastructure, post flood disaster response/relief, and responding to emergencies. In addition, Brian Davis, District Field Manager from Cattaraugus County Soil and Water Conservation, led a NYS DEC 4-hour Erosion and Sediment Control Contractor Training course, which offered 4 hours of continued education credits for code enforcement officers. William Nechamen, CFM - Chief, Floodplain Management Section, NYS DEC, led a class entitled "An Introduction to the National Flood Insurance Program", which offered an additional 2 hours of continuing education credits to both code enforcement officers and planning board members.

AFFILIATIONS

SOUTHERN TIER WEST DEVELOPMENT FOUNDATION (STWDF)

Administration of the Connect Broadband Grant
~ updated computers in 23 libraries
~ electronic records enabling 65,000 patients access to their records via patient portals
~ new antenna location established in Perrysburg for broadband access to surrounding communities
~ upgrades to previously installed broadband systems in Northern Allegany County that allow greater speed and reliability

SOUTHERN TIER EXTENSION RAILROAD AUTHORITY (STERA)

~ freight carload volumes on the two railroad lines comprising the STERA rail system increased almost 5% from 2014
~ began or continued five railroad rehabilitation construction projects funded in a prior year, as a consequence of STW staff grantsmanship
~ completed a project involving the rehabilitation of five (5) bridges
~ completed a storm damage repair and mitigation project, involving repairs to 47 locations
~ continued a project involving the replacement of 8,000 cross ties and the rehabilitation of four highway-railroad grade crossings on the section of the Buffalo Railroad Line between Olean and the Pennsylvania State Line
~ continued a project involving the installation of 10,000 rail ties between Olean and Killbuck, the repair of 11 rail switches, the installation of 12,000 tons of ballast, surfacing and alignment of track and turnouts, the rehabilitation of three at-grade crossings, and the rehabilitation of 11 turnouts. The total dollar value of these five projects was \$6,206,345

SOUTHERN TIER ENTERPRISE DEVELOPMENT ORGANIZATION (STEDO)

~ closed on several loans totaling \$451,698 to seven businesses across our three-county region
~ the loans helped leverage \$700,000 in investments in local businesses and helped retain 22 jobs and create 8 new jobs

WESTERN REGION CORPORATION (WRC)

~ Downtown Revitalization Program (DRP) loan fund assisted in the redevelopment and improvement efforts in Jamestown, NY by closing on a \$120,000 loan