

# City of Dunkirk

## Economic Development Committee Meeting

### Meeting Minutes

Wednesday, April 3, 2013

11:00 am, Conference Room in Development Office (Sterns Building)

**Attendees:** Andy Gonzalez, Councilman, Board Member  
Stephanie Kiyak, Council Member-At-Large, Chair  
Nicole Waite, DLDC Administrator  
Tim Gornikiewicz, CDBG Administrator, Planning and Development Department  
Ron Szot, City Attorney  
Richard Halas, Fiscal Affairs Officer  
Gib Synder, Observer

**Absent:** Bill Rivera, Councilman, Board Member

**Guests:**

Janet Forbes, Project Coordinator, Creating Healthy Places to Live, Work, and Play, Chautauqua County Health Network

Andy Dickson, Built Environment Contractor

Greg Krauza, Director of Member Development, Chautauqua County Chamber of Commerce

Lisa Schmidfrerick-Miller, Healthy Communities Consultant, Chautauqua County Department of Health

Breeanne Agett, CTG Project Coordinator, County Department of Health

Ryan Spence, Community Organizer/Liason

*Call to Order:* 11:03 am

*Approval of Meeting Minutes:* Meeting minutes from March 13, 2013 were not approved due to the absence of board member Bill Rivera.

Janet Forbes was the first speaker. She's the coordinator for the 5-year grant "Creating Healthy Places to Live, Work and Play", funded through the NY State Department of Health. The focus of the grant is to address chronic disease. The first 2 ½ years have been spent in Jamestown, and they will now be focusing on Dunkirk for the next 2 ½ years. This is the second time in the past few months that Janet has come to this committee to talk about this grant.

Andy Dickson (who works with Janet) next spoke about the Built Environment portion of this grant. His focus is on creating a streetscapes ordinance, which has been adopted in 27 states, and throughout NY. Jamestown, Buffalo, Cuba, Erie County, Gowanda, Rochester, Salamanca, Franklin, PA, Cleveland, Ohio are some of the nearby cities that have already adopted this ordinance.

Complete streets is defined as creating streets that are safe for pedestrians, bicyclists and cars alike and encourages all users equally. First step is creating a "walkability survey". Andy will initially engage Chuck Cornell at the Center of Regional Advancement to group together a staff of volunteers, but they are also hoping to engage the local community to volunteer and continue the survey. The survey will follow an AARP model, which looks at sidewalks, safety crossings, and other things that impact pedestrians. Families and students within the district will be a prime focus of the survey to discover the percentage of people who walk to school and what type of barriers they are faced with. They will be contracting with an architect who will be providing renderings to help envision what Dunkirk could look like as compared to now. They will also be offering workshops to the local community to help educate the "complete streets" concept, in addition to providing draft ordinances that have been put into place in other municipalities to help us draft our own ordinance. Andy also invited city officials to attend the Genesee Finger Lakes Active Transportation Summit, being held in Rochester, saying that 10 spots have been reserved. This all day summit will address the whole concept of "complete streets". Another symposium will be held in Jamestown on April 18 that will feature what's being dubbed as a more "walkable and bikeable Jamestown". This will be a 2-hour event. It was questioned how long the study will take and it's hoped to be done by the end of April (before the semester at the college ends). Andy said that Steve Neratko also provided the group with a list of target areas to focus on.

Janet told the group that Kerry Mihalko will be working with the City as well. She's the healthy food consultant for the group, and will be coordinating efforts with Greg Kruza for the farmer's market. One focus is on increasing WIC redemption, since redemption rates last year were lower than the previous year. It's thought that perhaps a main reason may be a lack of education as to preparing fresh produce in recipes. Janet also talked about the community gardens that have been started in Jamestown – three gardens with a total of forty-two raised beds in partnership with the Renaissance Corporation (who created the lease agreements with the property owners). Janet would like to establish at least two community gardens in Dunkirk – not sure of the details at this time regarding who will partner with the City but it's been discussed to approach non-profit groups such as COI and the Resource Center or Royal Ministries. Janet also talked about the "giving garden" project in Jamestown, where home gardeners grow and donate the food to the local food pantry. She said this was a highly successful project last year, and that over 7,500 lbs of fresh produce was donated from the community and the local farmers market. The plan is to partner with Royal Ministries in Dunkirk. It was also discussed that food stamps (SNAP) will be promoted and educational efforts will be made for families to be aware that they can use SNAP to purchase seeds and food-producing plants, in addition to using SNAP to purchase produce at the farmers market. It was questioned if there is a game plan in place at the moment for coordinating efforts between her group and the City and Janet said that

is also yet to be determined. It was also discussed that there appears to be a lack of educations among SNAP and WIC recipients when it comes to preparing fresh foods purchased at the market. They will be encouraging recipients to attend workshops that includes food demonstrations and portions to take home, depending on grant funding available.

Greg Krauza brought the group up-to-date on the farmers market. Three meetings have been held so far to bring in potential vendors, farmers, and artisans. Memorial Park has been selected as the new site based on it's highly visible location and parking availability. It's been decided to do a Thursday market to take advantage of Music on the Pier, and also have the market on Sunday morning. Workshops will be planned for both days, coordinating with when church services are over on a Sunday so parishioners can walk over and participate. Goal is to have four to six farmers, two to four vendors and four to eight artisans. The 12-foot walkway on the east side of the park will be open for visitors to walk, and the vendors will be facing the walkway. Either the weekend of Memorial Day or the weekend after will be the opening date, through Halloween. There will be signage and print marketing to spread the word, and Greg plans on contacting organizations that cater to low-mod income families as well as seniors. Greg believes there will be some funding to help with the market, as well as sponsorship. Greg was informed that he needs to get with City Attorney Ron Szot with dates/days and times in order to put together a resolution for council to approve regarding the market. Thursday hours will be 3 pm till 7 pm; Sunday hours will be 8 am till 1 pm. These hours will be changed if the need seems to arise. At the moment, there are five commitments but no actual contracts. Greg told the group that there will be a market manager on site.

Lisa Schmdtfrerick-Miller and Breeanne Agett next spoke about their grant that focuses on childhood obesity (ages 0-18) called "Active and Healthy Communities". This is a federal grant issued by the Centers for Disease Control, and it's considered a "small communities grant". For the purposes of this grant, Chautauqua County has been joined with Cattaragus and Broome counties. It's a two-year grant, beginning September 20, 2012 through September 2014. The overall goal of the program is to help those children that are already obese, in addition to educating how to prevent obesity in the first place with the focus on Jamestown, Dunkirk and Silver Creek. This program will overlap "Creating Healthy Places..." but also be addressing other issues such as the initiative that will focus on smoke free housing for low income housing units throughout these three areas. The ultimate goal is to work with the various housing authorities to create smoke-free housing policies in Section 8 and low-income housing units. They are also focusing on reducing sugar-sweetened drinks and providing other options such as water at various youth centers and municipal buildings, ensuring that vending machines in buildings that children may visit have this choice available. "Complete Streets" is another initiative. Physical activity, nutrition and tobacco are the three issues that will be their main focus at the local schools. Breeanne said that an example of physical activity at the elementary level would include the kids getting up and doing 10 jumping jacks when learning to count to 10, rather than just sit at their desk to learn the lesson. They also want to focus on the schools creating policies regarding smoking that would extend to off-campus events such as the prom, or a baseball game, which would be heavily attended by school-aged children. They will also be focusing on the contracts that service the schools for their lunch program and combining these programs somewhat to encourage collaboration so that prices might be reduced when bidding on various foods such as fresh produce, in addition to each school dealing with the daily lunch menu and having an opportunity to collaborate their menus to make it easier for all the schools that participate. They also hope to encourage the schools to buy produce from local farms/farmers. In addition, they will be working with Chautauqua Opportunity for early childcare development hoping to collaborate on creating healthier menus at all the early childcare facilities such as

daycare centers. Breeanne informed the committee that a new mandate has been issued that states any childcare facility that provides more than 30 hours a week of care is now entitled to a financial incentive to ensure that healthier food choices are being purchased and prepared for the children. They also want to focus on increasing physical activity in daycare centers and nursing homes. COI is in the process of hiring a physical activity specialist who will be a certified physical education teacher and will provide technical assistance to the daycare providers to learn what is an affordable, fun, engaging way to play games that will ensure various types of physical activity.

**Boardwalk:** Tim told everyone that the tenants are paid up. Yummy's lease is due April 30<sup>th</sup> and they've been in contact with AJ regarding the renewal.

**CDBG reports:** Tim informed the group that there were two drawdowns this month: admin for the city and code enforcement, with no other activity at this time. Tim also clarified that the CDBG activity reports he's working on for HUD requires more narrative detail than was originally provided. Tim has also been going out and visiting local businesses to get needed updates. Richard Halas asked Tim about the IDIS reporting regarding cash and Tim confirmed that he needs to provide him with the program income numbers to complete the report, which is due by the end of the month. Fiscal year for CDBG ends March 31<sup>st</sup> of each year, and the CAPER report is due June 30<sup>th</sup> (which is a review of yearly activity). It will require some public hearings, perhaps beginning next month, the purpose of which is for the city to explain to the public where the money has been spent that's funded through the CDBG program. Tim will put together a report for these hearings that is similar to the monthly reports he's been providing Council with, with the addition of more detail. Andy Gonzalez asked Tim if we receive any reports from local businesses that indicate how they're doing -- what they're plans for the year are and what they're working on, in light of the recent industries experiencing problems such as Cott. Tim said we do not receive any such reports. Andy suggested that it would help the City be able to reach out to businesses to be more "proactive" rather than "reactive". Rich Halas also thought it was an excellent idea, rather than finding out a business closed and asking ourselves "was there anything that we [the City] could have done to prevent this?" It was suggested that perhaps a survey could be created and sent to local businesses asking them questions that would help ascertain whether a business is in trouble or not.

*New Business:* There was no new business at this time.

*Adjournment:* Andy Gonzalez made a motion to adjourn at 12:40 pm.

Next meeting will be May 1, 2013 at 11:00 am in the Mayor's Conference Room.