



MINUTES
PLANNING & ECONOMIC DEVELOPMENT COMMITTEE
Wednesday, February 12, 2020, Chambers – 5:30PM

CALL TO ORDER: By Hon. Keith Batman, Chairman opened the meeting at 5:30 p.m.

MEMBERS: Legislators: Michael Didio, Trish Kerr (Vice Chair), Christopher Petrus, Paul Pinckney, Charlie Ripley, Heidi Nightengale

OTHERS: Legislators Tucker Whitman, Andrew Dennison, Ben Vitale, Aileen McNabb-Coleman, Hans Pecher, Elane Daly, Tim Lattimore, Ryan Foley, County Attorney Christopher Palermo, Director Youth Bureau and Assigned Counsel, Lloyd Hoskins, Sheriff Brian Schenck, Cayuga Economic Development Director, Tracy Verrier, Economic Development Specialist, Danielle Szabo, Soil and Water Conservation District Director, Doug Kierst, Cayuga Cooperative Extension Associate Director Dan Welch, 9-1-1 Administrator Denise Spingler, Probation Director, Jay DeWispelaere, Planning Economic Development Stephen Lynch, Director, Suzanne Gauthier, Administrative Assistant, Mary Catalfamo, The Citizen

MINUTES TO APPROVE: January 8, 2020

Charlie Ripley motioned to approve the minutes of January 8, 2020, 2nd by Christopher Petrus. All members present voted in favor, passed. February 12, 2020.

APPOINTMENTS:

Cayuga County Planning Board:

Patricia Biaconi, 401 Main St., Aurora, NY 13026 – Term (Vice Chair) 1-1-20 to 12-31-2020

Larry Liberatore, 27 Fourth Ave., Auburn, NY 13021 – Term 2-26-20 to until a new nomination is submitted

Richard Lowry, 3068 State Rte. 370, Meridian, NY 13113 – Term 2-26-20 to until a new nomination is submitted

Brian Stout, 13751 State Rte. 90, Locke, NY 13092 – Term 2-26-20 to until a new nomination is submitted

Michael Whitten, 3093 Black St., Scipio Ctr., NY 13147 – Term 2-26-20 to until a new nomination is submitted

Charlie Ripley motioned to approve the appointments and move to the Legislature for approval, 2nd by Paul Pinckney. Legislator Pinckney questioned the wording of “until a new nomination is submitted”. The Cayuga County Planning Board regulations states the board appointments are made as a recommendation from the municipality and the term runs until a new nomination is made from the municipality. All members present voted in favor, passed. January 8, 2020.

DEPARTMENT UPDATES FOR COMMITTEE:

Steve Lynch (Planning & Economic Development) –

1. Owasco Lake Watershed Rules and Regulations Update Project

UPDATE: A summary document providing responses to the ~37 pages of public feedback on the April 2019 Draft Regulations has been prepared. It will be presented to the WSRR Steering Committee, together with updated Final Proposed Regulations in February. Following Steering Committee review, the Public Response Summary Document and Final Draft Owasco Lake Watershed Regulations will be presented and transmitted to the Owasco Town Board and Auburn City Council at a joint meeting.

2. Lake Ontario Resiliency & Economic Development Initiative (REDI)

UPDATE: At the request of the State REDI Commission, Cayuga County and the Village of Fair Haven have submitted applications for municipal infrastructure resiliency projects to secure the balance of REDI funds available for projects in Cayuga County. In accordance with a January Legislature Resolution, Cayuga County requested transfer of REDI funds previously awarded for the Nine-Mile Bike Corridor, along with the addition of approximately \$1.4MM in available REDI funds, for construction of the new Nature Center Facility at Sterling Nature Center.

3. Emerson Park Programming Plan

UPDATE: Planning and Parks Department Staff will provide a second public presentation of the Emerson Park Programming Plan at 6:30PM on Thursday, February 6th at the Emerson Park Pavilion. Legislators are welcome and encouraged to attend as available.

4. Erie Canal Trail & Re-watering Project (Town of Brutus & Cayuga County).

UPDATE: All materials requested by NYS Parks (Grantor) needed for official transfer of the grant project to the County have been provided. Staff has been assigned to the project and we will proceed upon receipt and execution of official state grant contracts (previously authorized by County Resolution #141-19; dated 4-23-2019 accepting the grant).

5. Staff to Cayuga County Development Corporation

UPDATE: Please note that Planning Department staff to CCDC are currently working with the independent auditors (Bonadio & Co., CPAs) on the CCDC FY19 Financial Audit. Staff will prepare all required annual reporting to the NYS Authority Budget Office, due by April 1, 2020. Copies of the Annual CCDC financial audit will be submitted to the Chair of the Legislature and County Treasurer upon board approval.

6. Sterling Nature Center Development

UPDATE: Anticipating approximately \$4MM in State REDI Funds (~\$2.4MM for Building and \$1.6MM for Site/Parking/Trails), in addition to 2019 State CFA Funding Award for construction documents (\$231,525.00)

To proceed with facility development, a section of a Town of Sterling Road, currently connecting State Route 104 with the Facility and acting as the long entry drive into the facility from Route 104, will need to be abandoned by the Town and returning the land under the roadway to full County ownership. There have been productive and positive conversations between County staff and the Town Supervisor/Town Highway Superintendent regarding the need and benefit of the change. Parks and Planning staff are recommending that the appropriate authorizations be pursued via the March, 2020 legislature cycle is possible.

RESOLUTIONS:

PLANNING:

2-20-PL-1 Authorizing the Chair of the Legislature to execute an agreement between the Community Science Institute and Cayuga County for implementation of the FY 2020 Cayuga Lake Stream Monitoring Program

2-20-PL-2 Authorizing the Chairman of the Legislature to execute an agreement between the Finger Lakes Institute and Cayuga County for implementation of the FY 2020 Owasco Lake and Stream Monitoring Program

Director Lynch explained PL-1 and PL-2 are routine resolutions for the execution of annual agreements for the science organizations doing lake monitoring.

Paul Pinckney motioned to approve and move resolutions 2-20-PL-1, 2-20-PL-2, 2nd by Charlie Ripley. All members present voted in favor, passed.

2-20-PL-3 Authorizing a contract execution with the Oswego County Soil and Water Conservation District for the Transfer of NYSDEC funding for the Finger Lakes-Lake Ontario Watershed Protection Alliance to Cayuga County, State Fiscal Years 2019 – 2020 Funding

Paul Pinckney motioned to approve and move resolution 2-20-PL-3, 2nd by Charlie Ripley. All members present voted in favor, passed.

2-20-PL-4 Authorizing the filing of applications for State Assistance from the Household Hazardous Waste (HHW) State Assistance Program, signing of the associated state contracts and authorizing circulation of bids for Electronics Recycling Vendor Services

Paul Pinckney motioned to approve and move resolution 2-20-PL-4, 2nd by Charlie Ripley. Discussion: Committee briefly discussed the costs associated with television and electronics recycling. Costs to recycle the large television and monitors have increased, staff time is not reimbursable. Donations are accepted from the public and a local business provides support as well. All members present voted in favor, passed.

2-20-PL-5 Authorizing the approval and adoption of the document titled “Residential Guidelines to Protect Water Quality in Cayuga County” and the circulation of the document to Cayuga County Municipalities

Director Lynch explained the guidance document was prepared by the communication and nutrient groups of the Water Quality Management Agency.

Paul Pinckney motioned to approve and move resolution 2-20-PL-5, 2nd by Heidi Nightengale. Discussion: Legislator Whitman inquired as to how the document will be distributed. Lynch explained the document will be presented to the Clerk of the Legislature for distribution out to the Town and Villages and the City of Auburn along with a letter from the Chair of Legislature. The letter will encourage the municipalities to distribute to their residents. The document will also be able to be viewed on the WQMA website; along with information placed in the various social media avenues.

All members present voted in favor, passed.

Legislator Lattimore stated the Flats project benefits the quality of Owasco Lake and would like to see similar efforts put into the northern part of the lake along Veness and Sucker brooks.

2-20-PL-6 Authorizing modification of the Engineering Services Agreement for Owasco Flats Wetland Restoration and Riparian Buffers Initiative Project and authorizing the County to advertise and receive bids to construct the project and authorizing the Chair of the Cayuga County Legislature to execute documents.

Director Lynch presented an overview of the proposed amendment which is currently within the grant budget.

Christopher Petrus motioned to approve and move resolution 2-20-PL-6, 2nd by Charlie Ripley. All members present voted in favor, passed.

2-20-PL-7 Authorizing Cayuga County acceptance of a 2019 CFA Grant Award for the development of Sterling Nature Center Building Construction documents and confirming Cayuga County’s Agreement with New York State Office of Parks, Recreation and Historic Preservation Master Contract terms and conditions

Christopher Petrus motioned to approve and move resolution 2-20-PL-7, 2nd by Trish Kerr. All members present voted in favor, passed.

The committee discussed the expenditures of the project. Lynch stated additional funds may become available from the REDI funds to assist in the building of the facility after the construction documents are complete. The committee asked for a description of the work completed to date on the project.

- Additional Updates:

Legislator Petrus inquired about the Erie Canal Trail project and stated the Town of Brutus has their portion committed in their budget. Director Lynch explained staff is waiting on the finalization of the grant contract. The first portion of the grant will be applied to a study of any possible flooding in the area. The grant is set up as a go/no design. If flooding would be found to be likely due to the re-watering, then that portion of the project would not move forward. Another phase of the grant is to complete improvements to the trails.

Director Lynch would like to present a brief proposal at the February Legislature meeting regarding the process to secure engineering services for Deauville Island: the destination playground and concert facilities. Staff has requested a fee proposal on this portion of the project and would bring resolutions through the March Planning and Public Works committees.

Legislator Kerr inquired about the Watershed Rules and Regulations. Lynch stated staff is setting up a meeting with the steering committee to present the revised draft and the responses to the draft which was released in April. The elements within the revised draft will include the responses to the questions to the draft presented in April. The steering committee will then schedule a joint meeting with the City of Auburn and the Town of Owasco in mid-March to present the materials.

Legislator Ripley inquired about the representatives in the group. Lynch stated members of the steering committee include representatives from the City of Auburn, the Cayuga County Soil and Water Conservation District, Cornell Cooperative Extension, the NYS DEC, the County Environmental Health and Planning staffs, the Town of Owasco, Owasco Lake Management Council, Owasco Inspection group, small and large farmers and members of the Legislature.

Legislator Daly inquired about the State review process. The consensus is that the State will do a thorough review of the regulations, as many other municipalities have not updated their regulations in many years and the State may use this report as a guide for future plans.

Maureen Riester (Employment & Training) –

- During the month of January, Cayuga Works had 960 visitors – an average of 46 per day (21 working days).
- Cayuga Works assisted with 3 recruitment events for 2 employers:
 - 2020 Census recruited for 2 days and spoke with 40-50 potential employees.
 - BCS held a recruitment event and hired 8 out of 15 attendees.
- The Employment & Training team participated in OSOS (One Stop Operating System) training by the Department of Labor on January 9th. OSOS is the database used by all One-Stop Career Centers in NY.
- Currently, there are 288 jobs posting for Cayuga County listed in the New York State Job Bank, which is the database the New York State Workforce Development system uses to centralize job postings for area employers. This platform is available to employers at no cost to post their job openings and to interface with available workers. (newyork.usnlx.com/)
- Cayuga County’s average unemployment rate:
 - 2019 – 4.2%
 - 2018 – 4.5%

	Cayuga County	Syracuse Metro	New York State	United States
December 2019	4.7%	4.4%	3.7%	3.4%
December 2018	4.3%	4.2%	3.9%	3.7%

Tracy Verrier (CEDA) –

- The first CNY Regional Economic Development Council meeting of 2020 was on January 21, 2020, which Tracy Verrier attended. The meeting primarily consisted of taskforce updates, updates about the first round of

the Alliance for Economic Inclusion, and discussion about how to utilize remaining Upstate Revitalization Initiative funds.

- Tracy Verrier also attended an informational session for businesses in relation to the Resiliency Economic Development Initiative, which includes a put of funding for businesses impacted by Lake Ontario flooding. The session covered the details of the application process and regulations related to the funding.
- The next Startup Connect networking event will be at Lavish Lounge on February 10 at 5-7pm. This event is intended to connect entrepreneurs, small businesses, and small business service providers to each other and foster a more active entrepreneurial ecosystem.
- CEDA's Economic Forecast Luncheon was held January 16, 2020. Please see supplemental document for additional information.
- Metrics through January 22, 2020:
 - Existing businesses met with: 12 (including 2 first-time contacts)
 - Entrepreneurs met with: 5
 - See supplemental document for additional metrics and economic indicators.

- **Additional Updates:**

Tracy Verrier introduced Danielle Szabo, the new Economic Development Specialist. Danielle is an Auburn native with her primary focus has been on Workforce Development. Director Verrier continued that CEDA will be studying the underserved and underemployed sectors in the community and determine how as an economic agency, CEDA can assist employers in their job training and recruitment needs.

- New Attraction Video – Site Search Campaign -has been uploaded to the CEDA site
- Start-up Connect networking event is scheduled along with SCORE at the Lavish Lounge on February 10th.
- SCORE will be presenting a series of workshops focused on small business from start –up to exit strategy- defining short and long term business goals.
- Regional Economic Development Council leadership council discussed metrics and strategies revolving around workforce and wealth generation.
- Legislator Kerr inquired about the Alliance for Economic Inclusion Anti-Poverty Initiative (AEI) awards. Tracy stated the second round of funding has been announced and one of the awards to Cayuga County will be focused on working with college student in the development of career pathways. The Regional Council is requesting from the State additional funding for the AEI program.
- Legislator Lattimore stated the broadband expansion in the southern part of the county should be able to assist and encourage other economic development projects to expand in Cayuga County.

Doug Kierst (Soil & Water Conservation District) –

- **The Electric Services Agreement between the Cayuga SWCD and Cayuga County, to provide electricity to the County Facilities on County House Road, expires in July of 2020. I would like to request a meeting with the County to review the previous contract and discuss a potential future contract.**
- Cayuga County SWCD Staff taught one (1) NYS DEC endorsed 4 hour training for contractors, municipal officials, engineers and other groups that may be interested in learning about erosion and sediment control methods. There are two (2) workshops scheduled in February on the 5th and the 19th. Additional information can be found on our website, www.cayugaswcd.org.
- Cayuga County SWCD Staff met with the Town and Village of Moravia to discuss recommendations to address flooding concerns.
- Cayuga County SWCD Staff is in the process of completing Agricultural Value Assessments (Soil Group Worksheets) for County residents.
- Cayuga County SWCD Staff completed the stabilization of approximately 110 feet of shoreline along Owasco Lake.
- Cayuga County SWCD Staff completed the implementation of approximately 140 feet of rock lined channel in the Owasco Lake Watershed.

- **Additional Updates:**

Director Kierst stated staff is finishing up the cover crop and non-point source grants due in March and April.

Legislator Lattimore inquired whether a sludge issue may be present on northwest corner of Gates Road.

Dan Welch (Director Cornell Cooperative Extension) –

- CCE Cayuga is committed to working with County Parks and Trails/Ag. Museum and any other partners to hold the 4-H Youth Fair/Remember the Big 6 Picnic/ Cayuga County Fair on the last weekend in July 2020. Following this year's fair there needs to be additional discussion/planning for the long-term organization and sustainability of such an event.

- Heather Whitten started as the new part-time 4-H STEM (Science, Technology, Engineering, and Math) educator on February 4th.
- Program Highlights
 - 4-H Youth Development
 - Produced in NY was held on January 11th. This event was co-sponsored by CCE Seneca County. 17 youth participated, and 5 will compete at the NYS Fair in August.
 - Public Presentations and Horse Communications
 - These events will take place on February 1st and 26th. We are expecting more than 20 participants. The highest scoring presenters will be chosen to go on to District Presentations.
 - Nutrition
 - Workshops at the Port Byron library, one on food budgeting and one on tips for losing weight.
 - Beginning a Cooking Matters for Families group at CAP (Cayuga Action Program). I have a soup workshop planned at Calvary food pantry
 - Agriculture
 - Two shop meetings held in January, two scheduled for February. Topics include: Managing Pests in Stored Grain, Cow Comfort for tie-stall dairies, feeding Dairy-Beef steer crosses, and Identifying Soybean Diseases in the Field.
 - Assisting 4 dairy farms with Dairy Acceleration Program cost share for Farm Business record keeping and farmstead planning
- Additional Updates
 - Director Welch stated the planning of the combined Youth 4-H and Big Six Picnic is moving forward and the event is scheduled for July 23, 24 and 25th. Dan indicated the need for continued conversation with the stakeholders and the ag community as to what would be a sustainable arrangement going forward and the possibility of a permanent structure for the events.
 - Director Welch thanked the legislators whom have signed up for the Ag Literacy National Ag Week the third week in March.

Karen Kuhl (Tourism) –

- Launched Hibercation.com to promote Cayuga County's winter tourism product
- Launched BraveWomenFLX.com to promote female tourism entrepreneurs as a joint campaign with Seneca and Ontario County's tourism boards.
- Interviewed on Good Day Rochester Channel 13 for Brave Women Campaign.
- Interviewed on Bridge Street Channel 9 Syracuse for Brave Women Campaign and Hibercation Campaign.
- Promoted Brave Women Campaign at Feminist Marketplace Jan 18th and Women's March Jan 19th
- Hosted Hibercation Happy Hour Jan 22nd
- WAUB with Seneca and Cayuga Counties to promote Brave Women Campaign
- Working to promote the Inaugural Finger Lakes Birding Festival
- Finalizing the Cayuga County 2020 Travel Guide which will highlight Harriet Tubman and Cayuga County's women entrepreneurs.
- Karen Kuhl participating in Leadership Cayuga.
- Finalized 2020 Marketing Plan
- Attended ABA Marketplace to promote Cayuga County's group friendly tourism product
- Attended New York Times Travel Show with Finger Lakes Regional Tourism Council and New York Canals to promote Cayuga County's tourism offer
- Preparing for Sweet Treat Trail kickoff

EXECUTIVE SESSION

Paul Pinckney motioned to move into executive session to discuss the employment of a particular person at 6:18 p.m., 2nd by Trish Kerr. All members present voted in favor of the motion, passed.

Paul Pinckney voted to come out of executive session, 2nd by Keith Batman at 6:38 p.m. All members present voted in favor of the motion, passed.

ADJOURNMENT: Wednesday, March 11, 2020 at 5:30PM

Christopher Petrus motioned to adjourn the Planning and Economic Development Meeting at 6:08 p.m., 2nd by Charlie Ripley. All members present voted in favor of the motion, passed.