



**MINUTES  
PLANNING & ECONOMIC DEVELOPMENT COMMITTEE**

**Tuesday, April 13, 2021 – to follow Public Works  
Live stream Link –<https://youtu.be/WmF18BQPvk8>**

**CALL TO ORDER:** By Hon. Paul Pinckney, Chair called the meeting to order at 6:37 p.m.

**MEMBERS:** Legislators – Keith Batman, Andy Dennison, Michael Didio, Tricia Kerr, Tim Lattimore (Vice Chair) and Chris Petrus

**EXCUSED:** Michael Didio

**MINUTES TO APPROVE:** March 9, 2021

Keith Batman motioned to approve the minutes of March 9, 2021, 2<sup>nd</sup> by Trish Kerr. All members present voted in favor, passed.

**APPOINTMENTS:**

**Planning Board**

Chair - Darrin Rooker, 73 Green Street, Port Byron, NY 13140, Term – 1/1/21-12/31/21

Vice Chair - Patricia Bianconi, 407 Main Street, Aurora, NY 13026, Term – 1/1/21-12-31-21

Secretary – Deborah Ross, PhD, 2108 Lake Rd., Aurora, NY 13026, Term – 1/1/21-12/31/21

Tamara Severson, 6448 Glen Cove Rd, Moravia, NY 13118 (Rep. Town of Niles), Term – 4/28/21-until a new nomination is submitted by the municipality they represent)

Keith Batman motioned to approve and move the appointments to the Legislature for approval, 2<sup>nd</sup> by Trish Kerr. No discussion. All members present voted in favor, passed.

**DEPARTMENT UPDATES FOR COMMITTEE:**

**Dan Welch (Director Cornell Cooperative Extension)**

- 23 youth are enrolled in the National Safe Tractor and Machinery Operation Program course. Successful completion of the course enables teens to operate machinery on a farm as an employee.
- Agricultural Literacy Week was held in mid-March. Every elementary school in the county received the book “Chuck’s Ice Cream Wish (Tales of the Dairy Godmother)”. Several schools/classrooms also had someone read to the class and walk through a making ice cream in a bag activity. Over 2,000 individuals watched a video of the Cayuga County Dairy Princess and Alternates demonstrating the ice cream activity.
- The SNAP-Ed program held a virtual “Cooking Matters with Families” series for parents with children in the Head Start Program.
- CCE Cayuga is assisting the Cayuga County Health Department with gathering information and sharing details with the farm community on COVID-19 vaccination clinics for farmworkers.
- On April 24<sup>th</sup>, CCE Cayuga is holding a Chicken BBQ from 11-2. More information can be found on the CCE Cayuga website.
- The transfer of the Extension Building to the county was completed at the end of March. CCE Cayuga is looking forward to the next steps of the project. Also, CCE Cayuga wants to thank the County Attorney’s office for their perseverance in getting the transfer completed.

▪ **Additional Updates**

Director Dan Welch highlights:

- CCE has been working with the Health department to set up vaccine clinics for farm workers –First clinic has been cancelled due to the news reported on the Johnson/Johnson Vaccine
- Ag Society has decided to not to go ahead with County Fair, however hopes to go forward with the Youth Fair. Staff will be working with Parks, staff and volunteers as to what protocols will need to be followed to make the event happen.
- The CCE building has officially been transferred to the County.
- Legislator Pinckney inquired about the possible date of the Youth fair if held. Director Welch stated most likely will use the date of July 21<sup>st</sup>, which was the original date of the County Fair.

**Karen Kuhl (Tourism)**

- Committee Report

	Occ %			ADR			RevPAR		
	2021	2020	2019	2021	2020	2019	2021	2020	2019
<b>Current Month - February 2021 vs February 2020 &amp; 2019</b>	46.7	39.6	36.3	78.75	88.10	91.80	36.80	34.90	33.32

Year to Date - February 2021 vs February 2020 & 2019									
	43.1	36.7	33.8	76.94	87.19	94.44	33.18	31.98	31.92

- eCommunications
  - 3/9/21: Pro Tip Series: Press Release Tip 25% open rate, 9% CTR
  - 3/17/21: Biking Certification 33% open rate, 15% CTR
  - 3/29/21: Spring Newsletter 25% open rate, 14% CTR
  - 3/30/21: Pro Tip Series: Metrics that Matter 27% open rate, 6% CTR
  - 3/31/21: NOAA Public Affairs Forum 20% open rate
- Public Relations
  - March 25<sup>th</sup> - Monthly WAUB Tourism Thursday
- Finance related
  - 2020 Financial Review completed, final report received.
- Groups
  - Marketing Manager – Claire Dunlap will be participating in TAP Group Conference in April.
  - Partnering with Tompkins and Steuben Counties to survey group tour operators to determine their needs and ways that we can accommodate them going forward.
- Sweet Treat Trail will be starting May 1<sup>st</sup>, we've increased participation to 20 partners including various new ones in Auburn, Aurora and Sherwood.
- Tourism Ambassadors- Ambassadors are an important and authentic way to tell our story to potential visitors. We're proud to have the support of Cayuga County residents in telling an insider's view. We look forward to honoring their contributions during National Travel and Tourism Week (May 2-8)
- Winter Marketing Campaigns Wrap
- Brave Women - With a dedicated Facebook and Instagram accounts, the campaign reached over 8,000 people with 90 posts. With the Brave Women Winter 100K we had over 300 participants from 21 states. The campaign has now transitioned to a minimal posting three season campaign to keep our audiences before we re-launch in November 2021 for the 2022 winter season.
- Hibernation packages dates ended on March 15<sup>th</sup>. We held an online giveaway for a special package, it received 50 participants.
- Cultural Tourism Public Relations – We've contracted with Break The Ice Media and LaLew Public Relations to develop a communications plan to positioning Cayuga County and Auburn, NY as the premier destination for the Equal Rights and Harriet Tubman stories.
- Finger Lakes Photo Hunt – In partnership with the Finger Lakes Regional Tourism Council, we've developed a regional photo hunt, including two sites from Cayuga County.
- Upcoming work
  - Launching updated Fishing landing page on TourCayuga.com.
  - Updating collateral, including Cayuga County Fishing & Birding Guides.
  - Finalizing Cayuga County Travel Guide.
  - Work with BTI & LaLew in communications plan for cultural tourism campaign focused on Harriet Tubman and Equal Rights.
- Additional Updates

Director Kuhl highlighted elements within her monthly report: The current occupancy rates compared to 2020 and 2019, the May 1<sup>st</sup> start date of the Sweet treat Trail with new partners, working with the Tourism Ambassadors, and launching of new marking and communicating campaigns.

  - Legislator Lattimore inquired on how COVID 19 has impacted the wine industry. Tasting were originally affected as the rooms needed to provide separation and limited visitors; yet have gradually been able to increase capacity and many vineyards are hopeful to have events in the summer.
  - Legislator Kerr about the timeframe of the Cultural Public Relations campaign. Director Kuhl stated first kick-off meeting will be held tomorrow, any leads will be provided to the media when positioned, with hopes to finish the project for March 2022 to coincide with Harriet Tubman's' Bicentennial. Kerr also inquired about whether any major fishing tournaments are scheduled to be held in the County. Lake Ontario area has plans for small events; many of the larger events have not confirmed dates as of yet.

## **Kelly King (Employment & Training)**

### **JOBS Program-**

- 190 total participants served this month, up from 124 last month
- 66 additional participants served this month compared to last
- 53 new referrals from DSS

### **NCP Program-**

- Reauthorization of funds and contract

- Program Year 3
- Program Rebuild- Curriculum, forms, tracking system, reporting, letters, and workshops

#### **TANF SYEP Program-**

- Applications are out to all schools in Cayuga County- located in guidance offices
- Applications can be picked up in person at the Career Center by appointment
- Program was featured in the AHS Newsletter for promotion
- Applications can be found on the Cayuga Works Website
- Aiming to do a full in person model for the Summer Program this year
- Worksite recruitment- CCC, Cayuga County Sherriff Department, Emerson Park, and Cayuga Onondaga BOCES, and East Hill Medical expressed interest in joining our team as a worksite this summer

#### **Trade Act Program-**

- BCS has an active Trade Act Petition
- Delayed closure to end of June and has issued new WARN notices

#### **WIOA Youth Program-**

- 3 participants enrolled in paid work experience and receiving mentoring, case management, and financial literacy. As well as assistance with enrolling in the High School Equivalency program through BOCES
- 1 new youth worksite established- Cayuga Community College
- 25-30 additional worksites currently established

#### **WIOA Adult/DW Program-**

- 6 enrolled in CRT Program, up 1 from last month

#### **Program Outreach-**

- Chamber Newsletter (March Edition)
- Radio Commercials 101.7 The Wall and WAUB 1590/98.1 AM
  - ✓ Youth Commercial/Outreach
  - ✓ Business Services Commercial/Outreach
  - ✓ General Job Seeker/Career Center Commercial/Outreach
- Website is now LIVE- CayugaCortlandWorks.org
- Facebook Page- Cayuga Works Career Center-Cayuga County

#### **Business Outreach-**

- Virtual Outreach for the month- Leonardi Manufacturing, Page Trucking, Cayuga Digester, Denkvit (former Grober), FingerLakes Fish, Auburn Vacuum Forming, New Age Renewable Energy, Chapel House, WMT Precision, Erie Materials, OPWDD, McLaughlin Glass, Blue Water Grille, Union Springs School, and Loretto
- Services provided- job order listing/assistance, matching, Facebook postings, and services overview

#### **America's Job Exchange-**

- 227 New Job Orders listed this month, up from 181 last month

#### **Building update-**

- Open by appointment for job search and career services
- Discussions are starting in anticipation of the Career Center move- Workforce Development Center on Grant Ave

#### ○ **Additional Updates**

- Director King presented an overview of the various Youth Programs and the further development and cultivating the programs. The traditional Youth program will start in July and usually place 7-8 within the Parks system. Staff will be partnering with BOCES for education and training for occupational credentials and skills training with focus given to the out of school students.
- Summer Bridge Program: Partner with Cayuga Community College incentive to high school grads to prepare them for college readiness.
- Working on the transition of the Career Center to the new workforce location
- Legislator inquired on the BCS closure – Kelly King stated the closure is slated for the end of June and the workforce has an Active Trade Act Petition which provides a variety of benefits and reemployment services to the workers.

#### **Doug Kierst (Soil & Water Conservation District)**

- Policy Matters for Committee
- The Natural Resources Center continues to be closed to public visitors.
- **AGRICULTURAL TECHNICAL ASSISTANCE:**
- Cayuga SWCD Staff continues to work on the completion of farm plans for local agricultural producers. As the plans are completed, we will continue to move down our list of farms in need of a plan that have requested our assistance. Applications are being submitted through various funding opportunities to assist with the costs associated with the planning efforts.
- Cayuga SWCD Staff continues to meet with the “Our Owasco” team (Evidn & the Nature Conservancy).

- Cayuga SWCD Staff continues to provide on-farm planning assistance for the upcoming implementation season. One project has completed the design phase and went out to bid for the implementation components. The bid will be awarded in April and construction is scheduled to begin shortly after the bid is awarded.
- SWCD Staff attended New York's 24<sup>th</sup> Congressional District Agriculture Advisory Committee meeting, hosted by Congressman John Katko.
- SWCD Staff has been involved with providing technical knowledge and participated in a follow up visit with the NYSDEC Staff with regards to a manure related incident that occurred in the Cayuga Lake Watershed.

**NON-AGRICULTURAL & MUNICIPAL TECHNICAL ASSISTANCE:**

- Cayuga SWCD Staff continues to complete the SWPPP inspection on the Owasco Flats Project to ensure site compliance with the NYS SPDES Program regulations.
- 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.
- Cayuga SWCD Staff assisted the Town of Venice with the installation of a culvert pipe, inlet and outlet protection using medium stone fill.
- Cayuga SWCD Staff continues to meet with Highway Superintendents regarding potential upcoming culvert replacement and stabilization projects.
- SWCD Staff Assisted the County Parks and Trails Department with site prep work on the Cato-Brutus Trail.

**GRANT FUNDING AWARDED TO THE CAYUGA SWCD:**

- The Cayuga SWCD has been notified by the NYS Department of Agriculture and Markets that two proposals submitted to the Agricultural Nonpoint Source Abatement and Control program have been funded. They include:
  - o Soil Conservation System Implementation – Total project cost is \$1,045,894 (\$746,378 State dollars). The projects will allow the SWCD to work with thirteen (13) farms located in the Owasco Lake and Cayuga Lake Watersheds. The funding will support efforts across Tompkins and Cayuga Counties to implement nearly 14,000 acres of cover crops. The Best Management Practice of Cover Crops will improve soil health & yields on cultivated fields by retaining organic carbon, and also reduce the risk for erosion and runoff.
  - o Soil Conservation System Implementation – Total project cost is \$1,076,516 (\$768,398 State dollars). The projects will allow the SWCD to work with sixteen (16) farms located in the Cayuga Lake Watershed. The funding will support efforts across Seneca and Cayuga Counties to implement over 14,000 acres of cover crops. The Best Management Practice of Cover Crops will improve soil health & yields on cultivated fields by retaining organic carbon, and also reduce the risk for erosion and runoff.

**OTHER SWCD NEWS, WORKSHOPS & TRAININGS:**

- SWCD Staff participated (virtually) in professional development training at the Water Quality Symposium. Training topics included Pond Management, Soil Health, Public Communication, Forested Riparian Corridors, Urban and Suburban Agriculture, Hydroseeding, Integrated Pest Management Planning, Harmful Algal Blooms, Manure Handling, Data Management and Government Accounting and Reporting Practices.
- The Cayuga SWCD's 50<sup>th</sup> Annual Spring Tree Seedling and Groundcover Sale is ongoing. The District is offering a variety of New York grown conifers, hardwoods, shrubs, and groundcovers. These seedlings, transplants and other plants are a very low-cost way to prevent erosion, improve water quality in our lakes and streams, to promote wildlife in your area, as well as create noise and visual buffers, and both snow and wind breaks. The Cayuga SWCD will be taking orders through Tuesday, April 27, 2021. The pickup date will be Friday, May 7, 2021. Supplies are limited, so order early for the best selection.

To obtain an order form and description brochure, call the Cayuga County Soil and Water Conservation District at (315) 252-4171, ext. 4, or email us at: [cayugaswcd@cayugaswcd.org](mailto:cayugaswcd@cayugaswcd.org). We are available Monday - Friday from 7:30 AM - 4:00 PM. Order forms and on-line ordering are also available at our website: <http://www.cayugaswcd.org>

- The Cayuga SWCDs 2021 Spring Fish Sale for Stocking Ponds is ongoing. A variety of species of fish are available including largemouth bass, yellow perch, bluegill, black crappie and minnows. Deadline to order fish is Tuesday, May 11, 2021 and the pickup date is Monday, May 17<sup>th</sup>, 2021 @ 11AM at the Cayuga SWCD Office. Order forms and on-line ordering are also available at our website: <http://www.cayugaswcd.org>. If you miss this one, don't worry, there will be another one in the Fall.

▪ **Additional Updates**

- o Tire event has been scheduled for June 12<sup>th</sup>
- o TMDL report has been released and will be reviewing the report over the next few weeks
- o Construction season has begun

- Two additional grants have been announced. One for \$750,000 for the Cayuga Lake Watershed implementation and another \$750,000 for cover crops in the Owasco Watershed. Additional grant applications are due this week.
- Legislator Lattimore inquired who is writing the department's grants. Doug stated the grants are written internally.
- Chairman Pinckney inquired about the Weed Harvester. Additional funds have not been awarded for this harvester this year; however the harvester is ready to start.
- Legislator Batman started the conversation on how the grant application projects are prioritized and how the State/Federal entities award the funding. The committee further discussed whether there is something Cayuga Legislature can do to assist in getting the high priority projects funded. Director Kierst stated County projects are ranked within the applications; however the State perhaps have different priorities for funding. Legislator Daly inquired whether the 9E plan will help in securing priority funding. Kierst explained the applications do ask whether the project are located in a TMDL or 9E watershed which if applicable will give the project bonus points in scoring. Ultimately, the number of applications generally submitted far exceeds the dollars available to be granted.

### **Tracy Verrier (CEDA)**

- Metric Snapshot through March 18, 2021:
  - Existing businesses assisted: 54
  - Entrepreneurs assisted: 14
  - Cayuga County is still trending below CNY in terms of unemployment rate
  - See supplemental document for additional metrics and economic indicators.
- AIDA approved incentives for Currier Plastics to expand their facility to service the medical industry.
- CEDA and Chamber held a virtual Q&A session with Dan Kolinski from the CNY office of Empire State Development to answer questions from businesses and event venues about the new event and large gathering guidelines. About
- The Auburn Microenterprise program is nearly complete. As of 3/19/2021, all 6 participants were still engaged in the program and eligible for funding.
- Four proposals were received for the supply chain analysis. The CEDA board reviewed the proposals and MRB Group was selected to move forward with the project.
- Tracy Verrier attended the International Economic Development Council Leadership Summit virtually March 15 & 16. Sessions included topics like remote workers, site selection trends, wealth generating economic development activities, etc.
- Danielle Szabo is working with a team at CCC on an upcoming informational session about apprenticeships for manufacturing. Danielle is assisting with the invitations and outreach to manufacturing businesses.
- **Additional Updates**
  - Director Verrier informed the committee on the Empire State Development presentations with local businesses and event organizers to explain the revised guidelines for reopening restaurants, music events, weddings, etc.
  - Micro enterprise program recently wrapped up and the businesses applications will be going through underwriting.
  - A Supply Chain vendor has been selected for the recent RFP and kick off meeting will be underway. The research will identify the between three and six target industry sectors.
  - Legislator Lattimore inquired about what type of incentives are presented to the Solar/energy projects within the County. The County IDA typically offers a sales tax abatement for construction of the facility and the mortgage recording fee and perhaps a PILOT agreement.
  - Legislator Kerr inquired on the apprentice program being developed with Cornell Cooperative Extension (CCE). CEDA along with CCE will be developing an apprentice program and then will have an informational session to explain to the businesses/manufacturing operations what opportunities are available for potential new employees.

### **Steve Lynch (Planning & Economic Development)**

#### **PLANNING DEPARTMENT UPDATES FOR COMMITTEE:**

- 1) **New Member of the Department.** The Planning Department is pleased to welcome Mr. Greg Diebold to the staff as a Planner. Greg received his BA in Human Geography from the University of Toronto before finishing his studies with a Master of Urban Planning from Hunter College at the City University of New York. Greg received excellent references from his student internships with Westchester County Department of Planning and the City of Amsterdam, NY Planning Department. We look forward to quickly getting Greg up to speed on current and pending projects and introducing him to our community.
- 2) **Town of Ira Zoning Ordinance:** Staff has completed draft revisions to the Town's Zoning Ordinance and met with the Town Planning Board on March 18<sup>th</sup> to confirm final content prior to formal adoption by the Town. The final Town Board vote on adoption is scheduled for April 14<sup>th</sup>.
- 3) **Town of Moravia Comprehensive Plan.** Staff met with the Project Steering Committee on March 3<sup>rd</sup> and has a follow-up meeting with the Committee on April 13<sup>th</sup>. The project is moving forward and on schedule.
- 4) **Village of Moravia Comprehensive Plan.** Staff finalizing an online resident survey with input from the Project Steering Committee. A steering committee meeting is being scheduled for late April.



- 5) **Sterling Nature Center Facility & Trail Restoration Project.** Sealed, public bids were opened on Tuesday, March 9. Some project components came in under budget estimates and some came in above project estimates, driven in large part by material cost increases within the building trades. The good news is the base bid components, covering all functional parts of the project, fall within the total project budget which includes state grant funds at 95% and local matching funds of 5%. Staff has submitted minor grant budget amendments to the state that will authorize shifting grant funds between project components. The NYS REDI Commission will review the amendment request the week of April 12 and we anticipate approval and execution of grant disbursement agreements with the State for access to project construction funding. With approvals and contract executions in place, groundbreaking events are tentatively targeted for June 2021 with completion of the project in the fall of 2022.
- 6) **Erie Canal Re-watering Project with Town of Brutus.** *RECAP: The Flood Study will determine if an approximate 11,450 LF section of the Erie Canal (the “prism” section) between Schasel Park in Port Byron and Aqueduct Park in Brutus/Weedsport can be “re-watered” for recreational use (canoe/kayak) during high- and low-water conditions without increasing the likelihood of flooding in the surrounding floodplain. The project will also assess the opportunity of using the re-watering improvements to mitigate some of the current flood conditions. The Flood Study is a critical Go/No-Go threshold for the project.* Planning staff met consulting engineers (Bergman Associates PC) on March 10 to review the final draft of the Phase I Flood Study, discuss their findings and select a preferred infrastructure recommendation. Engineering recommendations will include design and construction of a regulated dam at the east end of the canal prism and installation of supporting infrastructure and dredging. Next steps include submission of the flood study and engineering recommendations to the NYS Parks Grant Representatives to confirm acceptance of the study and proposed scope of work under the balance of the grant. With state approval, we will negotiate engineering/design fees for final scope of work with the consulting team under the current prime contract with the County. The staff and project team, which includes representatives with the Town of Brutus and Village of Port Byron, will then inform and update all stakeholders on the next steps.
- 7) **Owasco Lake EPA 9-Element Plan:** The 9-E GIS/Computer models have been calibrated and validated by the project team and all information required by the NYSDEC has been submitted to the agency for final validation and acceptance. With this milestone, the team has begun running mitigation measures/best practice scenarios through the completed model to identify 9-E Plan recommendations. Concurrent with this work, the project consultant and planning staff are preparing for FY21 public meetings to review the draft 9-E recommendations with the public and stakeholders.
- 8) **Owasco Flats Phase II Wetland Basin Construction.** Final construction ‘punch list’ items have been submitted to the general contractor who will complete the required items on or before April 30 when their contract term ends. Significant involvement and support from the County Soil & Water Conservation District (including recent survey work to confirm punch list items) have helped bring the project to completion while the in-kind SWCD staff hours helped meet the County’s “in-kind” funding match mandated by the grant. Thanks to CCSWCD Director Doug Kierst and his staff for continued assistance. With construction moving to closure, emphasis will shift to maintenance and monitoring, items that are mandated under the state construction permitting and/or grant agreement.
- 9) **Cayuga County Broadband Study – CNYRPDB.** Following the February legislature presentation on the proposed countywide broadband study conducted under grants secured and administered by the Central New York Regional Planning and Development Board (CNYRPDB), planning has scheduled a meeting with CNYRPDB project staff for Monday, April 12 to plan the release and administration of the public survey component of the study.
- 10) **Planning Department Work with Health Department Planning:** Associate Planner Michele Wunderlich continues to provide technical planning assistance year-over-year to the Health Department (averaging about 25% of her staff time).
- 11) **Local Waterfront Revitalization Plans for Fair Haven/Sterling and Village of Cayuga.** Both projects are on schedule and moving forward as staff works with the respective Steering Committees. The Village of Cayuga LWRP Steering Committee will meet April 7<sup>th</sup>. The Fair Haven/Sterling LWRP will include participation from SUNY ESF Landscape Architecture Program students adding value to the project while providing real world learning opportunities within the ESF program.
- 12) **Emerson Park-Deauville Island Destination Playground & Concert/Event Stage Design.** The Landscape Architect Team is preparing the final concept plans and have submitted macro-level cost estimates based on final concepts and components. Staff will be meeting with the team the week of April 5<sup>th</sup> to review and finalize this phase.
- 13) **Owasco Lake Watershed Rules & Regulations.** The draft WSRR have been with the New York State Health Department, Bureau of Public Water Supply Protection, since late December 2020. The State has recently confirmed receipt and will initiate required reviews. The Bureau has cautioned that timing may be impacted by the State Health Department’s need to focus on the pandemic. At the same time, project partners at OWLA and the OLWMC are working on advocacy for the draft regulations while under state review.
- 14) **Town of Victory Ag Plan.** Phase I of the Project, including assessment of agricultural resources and constraints in the Town, is complete. Town leadership has added the Town Planning Board to the Ag Plan Steering Committee. Staff met with the expanded committee on March 11 to orient the new members. A follow-up meeting is scheduled for April 8 to review Ag Protection Plan Goals and an Implementation Strategy.
- 15) **CCPUSA.** As a follow up to the March Legislature presentation on the background, structure and future opportunities for CCPUSA, the CCPUSA Chair has scheduled a meeting for Tuesday, April 13 at 11:00 AM for a Board discussion on pending

CCPUSA membership/appointments and agency plans for moving forward in 2021. The meeting will be held in the Legislature Chambers for any individuals able and permitted to attend a live meeting, and the meeting will also be streamed on 8x8. A meeting agenda and invitation was circulated to the full legislature on Monday, April 5, including 8x8 links for joining remotely.

- 16) **Finalizing 2020 Household Hazardous Waste Events and Close-Out.** The department is currently working internally to review and align this year's HHW schedule with the schedule for filling the Planner vacancies in the department. Our primary partners in the program – Cornell Cooperative Extension and the SWCD, have all provided support and coordination as the program transitions to new staffing in the planning department.
- 17) **Cayuga County Development Corporation.** Working closely with planning department and CEDA staff, the CCDC Board has recently approved two (2) new loans, both primarily for equipment, to companies that are expanding their staffing and product lines. The companies, New Age Renewable Energy in King Ferry ([narenewableenergy.com](http://narenewableenergy.com)) and Auburn Vacuum Forming in Auburn ([avfco.com](http://avfco.com)) will be adding new jobs as they expand into new product lines. CCDC Loans to the companies were closed on March 23 and April 7, respectively. The Planning Department manages and administers the CCDC Loan Program which currently has ten (10) open loans.

• **Additional Updates**

- Director Lynch highlighted the Sterling Nature Center project, the REDI commission has approved the grant amendments, staff will be finishing the administrative functions to move the project forward. Possible groundbreaking the week of May 3<sup>rd</sup>.
- Rewatering Erie Canal project: staff has met with engineering consultant on the draft flooding study. The preliminary report will help to mitigate some of the flooding issues within the area and will assist to determine whether will be able to move forward with the design phase and the development of a scope of work. Legislator Kerr inquired whether funding is available for the construction funding – Steve stated this is a design project with hopes at the end of the study should have higher cost elements for the components within the project.
- The Owasco Lake the model appears to be in completion. The NYS DEC has everything they need to approve the plan which in turn will offer recommendations backed up by the 9E plan.
- Greg Diebold has started as a new Planner the first week of April. The other vacant Planner position will be starting at the end of June.
- Full time Administrative Assistant will be retiring by the end of the year. Planning has already discussed with the Chair and the Chairman of Planning and will be presenting a transition plan in June with an opportunity to provide necessary overlap of training.
- The Lake Ontario National Marine Sanctuary's draft impact statement will be released in June. The group is looking to have a presentation to the Legislature in either May or June.
- Legislator Kerr also inquired on the Broadband study. Director Lynch explained staff has discussed with the Central New York Regional Planning Board on the outreach portion opportunities for outreach on how to get the word out. Legislator Daly questioned whether the broadband is a County-wide study. The study will look at the whole County to discover where the gaps in coverage exist.
- Legislator Lattimore asked about potential staffing of full-time grant writers. Director Lynch stated Planning writes their own grants and has assisted Parks with some of their programs. Director Lynch stated generalized grant writers may not always be the best option to secure the funding for the County's and departments' preferred projects. Most departments have the language and knowledge to write and access the grants which are important to their department.

**RESOLUTIONS:**

**PLANNING:**

4-21-PL-1 Cayuga County Legislature resolution supporting the establishment of a Finger Lakes National Heritage Area  
Keith Batman Petrus motioned to move resolution 4-21-PL-1, 2<sup>nd</sup> by Trish Kerr. No discussion. All members present voted in favor, passed.

**COUNTY ATTORNEY:**

4-21-PL-2 Fixing day and Notice of Public Hearing on Local Law No.\_\_\_\_ in the year 2021, a local law amending Local Law No. 2 for 2018, amending Local Law No. 1 for the year 2015, amending Local Law No. 1 for the year 2012, amending Local Law No. 1 for the year 2009, amending Local Law No. 5 of 2007, and amending Local Law No. 3 of 1994, to continue the room tax for three years.

Keith Batman motioned to move resolution 4-21-PL-2, 2<sup>nd</sup> by Trish Kerr. Kerr inquired whether this is the current rate going forward into new Local Law. Director Lynch stated this is the current rate. All members present voted in favor, passed

**ADJOURNMENT:**

Trish Kerr motioned to adjourn the Planning and Economic Development Meeting at 7:49 p.m., 2<sup>nd</sup> by Keith Batman. All members present voted in favor of the motion, passed.

Next Planning and Economic Development is scheduled for May 11, 2021, following the Public Works Committee to be live streamed at the Cayuga County Office Building, Sixth Floor County Chambers, 160 Genesee Street, Auburn, New York 13021, via remote access.

Respectfully submitted,  
Suzanne Gauthier, Administrative Assistant  
Cayuga County Department of Planning and Economic Development