



MINUTES
PLANNING & ECONOMIC DEVELOPMENT COMMITTEE
Wednesday, June 10, 2020 – 5:30PM
Live streamed – https://youtu.be/PB499Oxll_c

CALL TO ORDER: By Hon. Keith Batman, Chairman opened the live streamed meeting at 5:33 p.m.

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

OTHERS: Legislators Tucker Whitman, Andrew Dennison, Ben Vitale, Chair Aileen McNabb-Coleman, Elane Daly, Tim Lattimore, Ryan Foley, County Attorney Christopher Palermo, Assistant County Attorney Brittany Massi, Cayuga Economic Development Director, Tracy Verrier, Cayuga Cooperative Extension Associate Director Dan Welch, Cayuga County Soil and Water District Doug Kierst, Tourism Executive Director, Karen Kuhl, 9-1-1 Administrator Denise Spingler, Jay DeWispelaere, Probation Director, Sheriff Brian Schenck, Planning Economic Development, Suzanne Gauthier, Administrative Assistant

APPOINTMENTS: none

DEPARTMENT UPDATES FOR COMMITTEE:

Steve Lynch (Planning & Economic Development) –

- 1) COVID-19 staffing: All planning staff continue to work remotely, advancing open projects and participating in regularly scheduled staff meetings via 8x8. The capacity for planning staff to work remotely is helping to keep the overall number of staff within the County Office Building at required levels until full re-opening is available.
- 2) Cayuga County Development Corporation (CCDC) is meeting (tomorrow) June 2nd to review the status of the two consecutive emergency loans to CEDA for their CV19 micro-loan program. The CCDC Board will also consider the need to extend the 3-month (April-June) grace period/deferment for existing CCDC economic development loans that the board approved in March. The Board will also discuss a temporary adjustment to its loan program guidelines in response to the CV19 impact on small business and the changing (challenging) risk profile for loans to certain sector vs. the need for funding.
- 3) The May Committee Report provided details on the following land use, park and resource protection planning efforts currently underway. Each of the projects below are being advanced by staff:
 - a) Comprehensive Plan for Town of Moravia
 - b) Comprehensive Plan for Village of Moravia
 - c) Town of Victory Agriculture & Farmland Protection Plan
 - d) Joint Local Waterfront Revitalization Plan for Town of Sterling & Village of Fair Haven
 - e) Local Waterfront Revitalization Plan for the Village of Cayuga
 - f) Sterling Nature Center Facility & Trail Restoration Project
 - g) Erie Canal Re-watering and Trail Planning Project (with Town of Brutus)
 - h) Emerson Park Capital Improvements and Deauville Island Engineering Project
 - i) Town of Ira Zoning Ordinance Revisions Project
 - j) Cayuga Lake Blueway Project (with Tompkins & Seneca Counties)
 - k) Owasco Lake Watershed 9E Plan & Watershed Modeling Project
 - l) Owasco Flats Wetlands and Riparian Buffer Project, Phase II (going out to bid June-July with a proposed Award Resolution in July legislature cycle)
 - m) Owasco Lake Watershed Rules & Regulations Project (pending ability to schedule a joint Public Presentation/Meeting with City of Auburn and Town of Owasco)
 - n) Household Hazardous Waste (“HHW”) Program (June 27 Tire Recycling Event)
 - o) Cayuga County Local Solid Waste Management Plan Update
 - p) CCPUSA Strategic Organization and Operations Plan (two meetings in May and June)
 - q) Cayuga County Clean Energy Community Grant Lighting Upgrades at County Jail

○ Additional Updates

Legislator Kerr requested an update on the CCPUSA Strategic Plan process.

Vacant (Employment & Training) –

Tracy Verrier (CEDA) –

- Metric Snapshot through May 21, 2020 (does not include COVID response):
 - Existing businesses met with: 50 (including 13 first-time contacts)

- Entrepreneurs met with: 19
- See supplemental document for additional metrics and economic indicators.
- COVID Response Metrics through May 21, 2020 (based on information reported by businesses at time of contact, not all businesses provided all information and some information could have changed over time):
 - Number of businesses contacted in some form: 145
 - Average weekly lost revenue: \$6,241
 - Average percent reduction in revenue: 78.3%
 - Total financial assistance needed (estimated): \$3,162,850
 - Industry breakdown:

Agriculture	4	Manufacturing	10
Construction	13	Nonprofit	6
Craft Beverage	5	Other	20
Entertainment/Recreation	5	Retail	26
Food service (restaurant, bar, bakery)	24	Salon	10
Health/Wellness/Fitness	13	Transportation	5
Hotel/Accommodations	4		

- Geographic breakdown:

Auburn	84	Ledyard/Aurora	3	Sennett	6
Aurelius	9	Mentz/Port Byron	1	Springport/Union Springs	3
Brutus/Weedspport	10	Montezuma	1	Sterling/Fair Haven	4
Cato	4	Moravia	8	Summerhill	2
Conquest	1	Owasco	3	Throop	3
Fleming	2	Scipio/Scipio Center	1		

- Emergency Microloans (as of 5/21/20): 21 approved and disbursed (\$96,550); 8 received and in underwriting or awaiting additional information; 2 withdrawn.
- Tessy Plastics applied and was approved for incentives through the Auburn IDA. They are investing \$18m in their Tech Park facility to manufacture COVID test kits.
- CCIDA passed two initial project resolutions. Public hearings will be scheduled for both projects:
 - Cayuga Milk Ingredients is seeking a sales and use tax exemption for their project installing another evaporator (\$27m+ project).
 - Global Common Energy, which has changed the scope of their project to just one farm, is seeking sales & use tax and mortgage recording tax abatements.
- Ms. Roblee attended a virtual IEDC training conference about economic development marketing for attraction. Strategies and tools learned during this training are being incorporated into a new attraction strategy.
- Additional Updates
 - Director Verrier stated the office has begun to reopen with staff working on rotating schedules.
 - Over 60 applications to the new CDBG grant program through the City of Auburn have been submitted. This is a special funding program as the funds were part of the CARES act.

Legislator Kerr inquired about the Cayuga County Development Corporation (CCDC) loan program process and guidelines. Verrier stated that CEDA received an additional \$100,000 from CCDC for CEDA's emergency micro loan. The CCDC board had discussed their current loan pool guidelines during this pandemic, and the current need to address the different demands on businesses during this crisis. The board provided the gap financing essential for the local business and will continue to be flexible with the current needs of the County's business community. CCDC has issued an additional three months deferment on their current loan portfolio. Twenty – one micro loans have been approved and dispersed with additional loans being reviewed at this time.

Legislator Lattimore welcomed Tessy Plastics to Auburn and Cayuga County and also inquired whether any discussions are taking place on the development of the former IGAT center at the College, an additional industrial mega site in the County and CEDA's current budget allocations. Lattimore suggested perhaps to study opportunities for industrial expansion which may exist in the Weedspport area and/or along the North Street corridor. With the opening of the new Amazon warehouse in Onondaga County, CEDA has been studying which industries may be looking to support the new warehouse. Verrier explained currently opportunities still exist in the Aurelius Park for businesses looking for expansion or development. Many landowners would be involved with any plans to development a new business park in the County.

Chair Batman asked for clarification from Legislator Lattimore regarding the query of the IGAT at the college. Legislator Lattimore would like to have the IGAT reviewed and evaluated for the possible development of an economic development opportunity at the College.

In reference to the request for information on reserves, Director Verrier explained CEDA has been using their reserved funds due to the reduced allocation of funding the last couple of years and would be looking at a probable three month reserve at the end of the current 2020 budget year.

Doug Kierst (Soil & Water Conservation District) –

- The Natural Resources Center continues to be closed to public visitors. Several members of the Cayuga County SWCD Office and Technical Staff continue to work from home until further notice.

AGRICULTURAL TECHNICAL ASSISTANCE:

- Cayuga SWCD continue to work with landowners and prepare proposals to submit to the Agricultural Nonpoint Source Abatement and Control Grant Program for the implementation of Best Management Practices on their farms.
- Cayuga SWCD Staff continues to complete weekly construction site inspections on SPDES permitted construction sites at 2 agricultural operations.
- Cayuga County Staff continues to complete construction oversight on an Agricultural operations' BMP implementation project. One additional Agricultural producer is nearing the commencement of the construction phase of another BMP implementation project.

NON-AGRICULTURAL & MUNICIPAL TECHNICAL ASSISTANCE:

- Cayuga County SWCD operation Staff continues to complete projects associated with infrastructure protection. We have been able to assist with the installation of a cross culvert in the Town of Ledyard & install road ditch stabilization measures on Wykoff Road in the Town of Scipio.
- The Cayuga SWCD Hydroseeder has been used to stabilize exposed soils on several projects throughout Cayuga County including the Towns of Locke and Niles.
- Cayuga SWCD Staff met with local elected officials to address flooding concerns in the Village of Moravia and erosion/flooding concerns in the Town of Summer Hill. Cayuga SWCD Staff continues to provide comments and input on the Owasco Lake 9 Element plan development.

OTHER SWCD NEWS, WORKSHOPS & TRAININGS:

- The Cayuga SWCD would like to thank everyone who completed a little bit of conservation on their own properties by supporting the SWCD's Tree and Shrub sale.

o Additional Updates

Due to the dry weather during this construction season, staff has been busy doing the hydro-seeding and have completed Phase I of the Moravia Flood project. A couple hundred feet of the pipe have been cleaned out which had been plugged. The Tire Recycling event is being coordinated with Planning and CCE and is scheduled for June 27th. The online or call-in registration is being coordinated through the CCE. Staff continues to look for funding and/or equipment needed to dispose of the large agriculture tires.

Legislator Pinckney asked for an update on the CCIDA road project behind Home Depot. Director Kierst stated staff has reviewed the issues and have worked on an invoice and will continue to move toward a solution with CCIDA.

Legislator Lattimore would like CCPSUA to be involved in any discussions of energy with the digester project on County House Road and any other solar and energy activities within the County.

Chair McNabb -Coleman stated interviews for the Highway Superintendent are taking place and have highlighted to the interviewees the relationship to be built with the Highway Department and the Soil and Water District.

Dan Welch (Director Cornell Cooperative Extension) –

- CCE Cayuga is working regionally and with the state 4-H office to develop alternatives way for 4-H youth to highlight their hard work following the announcement that the Big 6 Picnic, 4-H Youth Fair, and County Fair are cancelled for 2020. Some ideas under consideration are virtual animal shows and exhibiting static displays (photography, crafts, handiwork, etc.) at a later time. On June 3rd the NYS 4-H office and CCE Administration announced that 4-H will not participate in this year's State Fair if it is held.
- CCE Cayuga has distributed over 800 gallons of hand sanitizer and 1,500 face masks from New York State to farmers and farm employees in the county. Additional distributions will continue throughout the growing season. Thanks to Cayuga County Soil and Water Conservation District for picking up the sanitizer from the NYS Fairgrounds.
- Working the Cayuga Community Health Network to distribute hundreds of wellness kits to farmworkers in Cayuga County.

- The nutrition educator continues to work closely with emergency food providers in the county to provide their clients with healthy recipes based on what food is available.
- The CCE Cayuga office will be re-opening slowly over the next few weeks, including our Master Gardeners.
- Additional Updates
 - Director Welch explained staff has been exploring different alternatives for the traditional Youth Fair and the County Fair. Smaller more targeted events or possible virtual events are being discussed. CCE will keep the Legislature updated on any cancellations, postponement or changes to programs.

Legislator Kerr thanked CCE for their assistance with the CENSUS outreach program. CCE helped to distribute CENSUS information out to the farming community.

Karen Kuhl (Tourism) –

- April occupancy was reported as 23% for Cayuga County by the STR report, 2019 we had 48%. The report also states a RevPAR (Rate per available room) of \$16.32. April was a month entirely impacted the COVID-19. The 23% countywide occupancy is a drastic hit on our economy, and it is only the tip of the iceberg of the tourism’s economic generation. National wide occupancy was also around 23% for April, nationwide there are signs of increasing occupancy. We can take this as a hope that our occupancy will start to increase as well.
- Lodging Industry Reopening Plan Support - We held a Zoom meeting with the lodging industry to assist them with the NYS Reopening Template and discussed challenges of the industry in reopening. Amanda Hennessey of Auburn’s Hilton Garden Inn provided information about Hilton’s Clean Stay program and a perspective of how health and safety concerns are being addressed by Hilton. We will be continuing to follow up with our partners to get their plans ready and have them on our website to inform our potential visitors that Cayuga County is ready to receive them and taking all health recommendations seriously.
- #OurCayuga - We are continuing the #OurCayuga initiative through June and into July 2020. We look forward to your continued support and promotion.
- National Park Service – National Heritage (NHA) Designation for the Finger Lakes region. Participated in meetings for the feasibility study process to determine if the region meets the necessary standards.
- 2020 BOD meetings – As everyone else, our BOD meetings have been taking place online. We use the Zoom platform and plan on continuing online BOD meetings throughout 2020.
- Additional Updates

Director Kuhl stated the national numbers are trending up; however we are still waiting to see a rebound in activities in the County. Staff has requested the hotels, motels and home rentals to be sure they have their reopening plans ready. Tourism’s focus is to keep the residents safe, along with getting the tourism economy up and running.

RESOLUTIONS:

PLANNING:

6-20-PL-1 Authorizing the addition of Real Property to the Cayuga County Agricultural District.
 Christopher Petrus motioned to move resolutions 6-20-PL-1, 2nd by Paul Pinckney. No discussion. All members present voted in favor, passed.

Chair Batman mentioned as the County moves through COVID 19, one of the large economic development issues to be addressed is the source of water. Sewer and Water has developed a Strategic Plan for the development of a second source of water

ADJOURNMENT: June 10, 2020 at 5:58 PM

Paul Pinckney motioned to adjourn the Planning and Economic Development Meeting at 5:58 p.m., 2nd by Heidi Nightengale. All members present voted in favor of the motion, passed.

Next Planning and Economic Development is scheduled for July 8, 2020, 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