



AGENDA
PLANNING & ECONOMIC DEVELOPMENT COMMITTEE
Wednesday, April 8, 2020
Live streamed – 5:30PM

CALL TO ORDER: By Hon. Keith Batman, Chair

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

MINUTES TO APPROVE: March 11, 2020

APPOINTMENTS:

Cayuga County Water Quality Management Agency (WQMA):

Jeff Emerson, 71 Rochester St, Port Byron, NY 13140 – Term, 3-24-20 to 12-31-24

Cayuga County Soil & Water Conservation District, Board of Directors:

Stephen Nemecek, Jr., 3999 Carver Rd., Moravia, NY 13118 – Term, 1-1-20 to 12-31-22

DEPARTMENT UPDATES FOR COMMITTEE:

Steve Lynch (Planning & Economic Development) –

1. COVID-19 Staffing: All planning staff were set up and working remotely beginning March 19th, and are set to continue until further notice. Fortunately, much of what we have on our plate right now can be advanced remotely. The inability to meet with our various working groups and elected officials in some parts of the county that do not have access to remote conference/zoom etc., could impact some of the work in the near future.
2. Owasco Lake Watershed Rules and Regulations Update Project
UPDATE: WSRR Steering Committee Meetings were held on March 3rd and 12th. The meetings were also attended by the extended staff working group (~15 individuals) who have worked on the project. Planning facilitated presentation and discussion of the Summary Document that provides responses to the ~37 pages of public feedback on the initial Draft Regulations released in April 2019 and the updated Final Proposed Regulations. The March meetings resulted in Steering Committee consensus on a Final Draft of the Owasco Lake Watershed Regulations that will be transmitted and presented to the Owasco Town Board and Auburn City Council at a future joint meeting. This meeting was tentatively targeted for April, but will need to be moved to a later date due to the CV-19 pandemic.
3. Staff to Cayuga County Development Corporation
UPDATE: On Wednesday, March 18th the CCDC Board approved its FY19 Independent Financial Audit prepared by Bonadio & Co., CPAs. Staff has prepared 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.
UPDATE: Also on March 18th the CCDC Board approved a \$100K Emergency Economic Development Loan to the Cayuga Economic Development Agency (CEDA) to provide CEDA the monies necessary to capitalize a CV19 Emergency Micro Loan Program and process emergency loans to Cayuga County small businesses impacted by the COVID-19 Pandemic. Details include:
 - \$100,000 Loan at one-half percent interest amortized over 24-months
 - Initial 6-month principal and interest deferment (repayment starts Oct. 1, 2020)
 - Nine-month window to deploy loan funds to businesses
 - Loan Program Guidelines, Intake, Review and Approval at discretion of CEDA Loan Committee (currently CEDA Executive Committee)
4. Deauville Island Bridge and Pathway Improvements. Staff is working to see if finalizing construction improvements on Deauville Island (paving, finishing the bridge area, etc.) can qualify with the state as essential construction activity during the CV19 restrictions. We are telling the state that the work needs to be done to keep the binder layers from deteriorating and to address the abrupt pavement terminal points near the bridge connection.
5. Sterling Nature Center Development.
UPDATE: We are finalizing a professional services contract with Beardsley Architects for County Attorney review and execution by the Chair. This contract will cover the preparation of construction plans and bidding documents. The 2019 CFA resolutions give authorization to execute the award contract and Beardsley Architects and Engineers were previously selected via a competitive RFP process in 2018. The work is funded under the 2019 CFA grant.

6. GAVRAS Center transfer of North Street Facility from County to Gavras via CCDC. The Planning Director, as Executive Director to CCDC, has executed the CCDC documents needed to finalize the transfer of the GAVRAS Center from the County – to CCDC – to Gavras. This should finalize that transfer from the County’s perspective.

Vacant (Employment & Training) –

Tracy Verrier (CEDA) –

- Metric Snapshot through March 23, 2020 (does not include COVID response):
 - Existing businesses met with: 38 (including 9 first-time contacts)
 - Entrepreneurs met with: 14
 - See supplemental document for additional metrics and economic indicators.
- Since the local emergency declaration, CEDA staff have been working with businesses to help them identify and apply for resources to carry them through this difficult time. The team is staying as current as possible on federal, state, and local financing and technical assistance opportunities.
- CEDA launched a coronavirus response survey to take in and more efficiently process inquiries from businesses in regards to their current needs. As of March 27, over 90 companies have been reached out to or submitted inquiries, and approximately 70% had been contacted in some form. Inquiries are coming in quickly and CEDA staff are working through the list as quickly as possible. Not all companies provided all information in the survey, but so far companies have reported:
 - Over \$335,000 lost revenue per week (total reported)
 - Over \$2m in financing needs, ranging from \$500 to \$500,000. Most report current financing needs under \$75,000.
 - Approximately half of businesses indicated that they were open and operating in some fashion
 - NOTE: these figures are compiled in total, and based on the information provided. Not all businesses answered all questions, so each indicator is likely higher than reported above.
- CEDA launched a COVID-19 Emergency Microloan Program offering small loans to help businesses that only need a small amount to stay afloat, or to help businesses make it through until larger financing opportunities are available. Businesses that are not a good fit for this program are being referred to other programs that meet their needs better.

Doug Kierst (Soil & Water Conservation District) –

- The Cayuga County SWCD sends our strongest wishes that everyone remains Safe, Healthy and in Positive Spirits. We also send our sincere gratitude to the Cayuga County Health Department Staff, Local Emergency Professionals including the Sheriff’s Department, State and City Police, Local Emergency Management and Fire Department Personnel, Doctors, Nurses and others on the front lines for the tremendous work they are doing to keep us safe during this challenging time.
- Like most of NYS, The Natural Resources Center has been closed to public visitors and Cayuga County SWCD office Staff has been directed to work from home until further notice.
- Prior to the Governors latest executive order requiring non-essential construction to cease, Cayuga County SWCD operations Staff were able to complete a few water quality protecting projects. We are on hold until we receive further clarification from the State on whether or not water quality protecting projects are considered exempt or not.
- 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. All remaining classes have been canceled or postponed until a later date which has yet to be determined.
- Cayuga County SWCD Staff completed a minor ditch stabilization project in the Owasco Lake Watershed.
- What better way to pass the time during the stay at home period than to plant trees and shrubs as an individual or as a family! The 2020 Cayuga SWCD Annual Tree, Shrub & Groundcover Sale is in full swing. Visit www.cayugaswcd.org for additional information and available species. Although we are unable to take in person orders, on-line ordering is available! The TENTATIVE last day to order is Tuesday, April 28th, 2020 with the TENTATIVE Pick-up date is Friday, May 8th at the SWCD Office. Dates may be subject to change depending upon the status of the COVID-19 outbreak.

Dan Welch (Director Cornell Cooperative Extension) –

- Providing resources and information to farms and other agricultural businesses in Cayuga County on COVID-19 from Cornell, other land grant universities, New York State, USDA and SBA, and Cayuga County Health Department. April “Ag-Alert” Newsletter focused almost exclusively on COVID-19 (600 plus farmers and ag. Businesses)
- Responding to agricultural specific questions from Cayuga County Health Department.
- A significant drop in agricultural commodity prices due to the domestic and global economic fallout from COVID-19 is now impacting farms in the county. Most acutely, the sudden shift of demand for certain milk products,

farmers in the county are dumping milk before it reaches a processing plant. Eventually the supply, processing, and demand will reach some level of balance, but milk prices may not recover until 2021.

- o Participating in the United Way of Cayuga County community task force on COVID-19.
- o All staff working remotely at least through April 14. Staff are working regionally to deliver online programming and content in Nutrition and 4-H.

Karen Kuhl (Tourism) –

o This is the hardest report to write, as everything we started working on in the beginning of the month has come to a complete halt. I will provide a high level review of the actions our office has taken in the latter part of the month. A March that came in as a lamb and has ended as a ferocious lion.

o All events statewide have been canceled and we did extensive follow up with partners to update event information on TourCayuga, regional and state calendar of events.

o All restaurants have converted to take curbside takeout or delivery. Extensive updating and communications efforts went into effect to encourage visitation of the county's establishments.

o Attending Webinars and conference calls with county, regional and state agencies to understand the situation and how to best help partners.

o Developed partner support site on TourCayuga.com to communicate resources available to our partners.

o Develop visitor focused site on TourCayuga.com to communicate proper social distancing procedures to visitors.

o Organize and support staff for "work from home" procedures.

o Analyzing CCCVBs financial status and reviewing budget for 2020.

o Reviewing marketing plan for strategic position during and post COVID19.

o Tourism will be a major part of the recovery process post COVID19. The economic benefits of tourism are significant in Cayuga County and once we've overcome the health crisis, tourism will be a key contributor to stabilizing the economy.

o Developing the materials for positioning Cayuga County as a chosen tourism destination will be a major part of our offices efforts throughout April.

RESOLUTIONS:

PLANNING:

4-20-PL-1 Declaring the Cayuga County Legislature Lead Agency for the SEQRA Review of County Construction of a new nature center facility at the Sterling Nature Center Park and directing staff to initiate a coordinated SEQRA review process

4-20-PL-2 Authorizing the signing of a contract with Nick Colas to enhance and update the SWAT Model and assist in the update of the Owasco\ Lake Watershed Management and Waterfront Revitalization Plan into a Nine Element Plan

ADJOURNMENT: Wednesday, May 13, 2020 at 5:30PM

If you have a disability and need accommodations, please call the Clerk of the Legislature's office at 253-1308 at least 48 hours before the scheduled meeting to advise what accommodations will be necessary.

**COUNTY OF CAYUGA
REQUEST FOR APPOINTMENT FORM**

Requested Appointment To: Cayuga County Water Quality Management Agency

Name of Recommended Appointee: Mr. Jeff Emerson
Address: 71 Rochester St
Port Byron, NY 13140

This appointment is recommended by: CCAV President Wm. Sherman

Length of Term: (Start date and End date, not just years)

New Term or Unexpired Term? New Term Unexpired Term

Name of person previously in this position: Harry Hinman

Is this a compensated position? Yes No

Is this a new appointment or reappointment? New appt. Re-appt.

If it is a reappointment, how long have they served?

Describe briefly the duties required of the proposed appointee.

Attend the meetings of the Cayuga County Water Quality Management Agency as the representative for the Cayuga County Association of Villages.

Please provide a brief sketch of the proposed appointee(s) background (education, outside interests, etc.)

Mayor William Sherman, Village of Cayuga, acting as President of the Cayuga County Association of Villages puts forth Trustee Jeff Emerson, Village of Port Byron, as the representative chosen by unanimous consent of the association members present at its regularly scheduled meeting held on February 25, 2020. Additional contact information for Trustee Emerson phone:803-272-5239; email:jeffemerson1045@live.com

Revised 1-14-19

**CAYUGA COUNTY LEGISLATURE
160 Genesee Street, 6th Floor
Auburn, NY 13021**

**COUNTY OF CAYUGA
REQUEST FOR APPOINTMENT FORM**

Requested Appointment To: Cayuga County Soil and Water Conservation District Board of Directors

Length of Term: (Start date and End date, not just years) 01/01/20 to 12/31/22

New Term? Yes

Unexpired Term? No

Name of person previously in this position: Same as request

Is this a compensated position? No

Is this a new appointment? No

Reappointment? Yes

Describe briefly the duties required of the proposed appointee.

Attend monthly Board meetings, training sessions, serve on committees as assigned by Board Chairman

Name of Recommended Appointee: Stephen Nemeč, Jr.

Address: 3999 Carver Road, Moravia, NY 13118

This appointment is recommended by: Doug Kierst, Executive Director

Raymond Lockwood Jr., SWCD Board Chairman

Vocation of Prospective Appointee: Crop Farmer

Please provide a brief sketch of the proposed appointee(s) background (education, outside interests, etc.) Mr. Nemeč also serves on the Watershed Agricultural Program Review Committee (WAPRC) for Skaneateles Lake. He has experience and knowledge of environmental and natural resource best management practices. He has implemented many soil conservation and improvement practices in addition to beneficial water quality preservation measures on his fields, including cover crops, strip crops, crop rotations, reduced tillage and conservation buffers.

4-20-PL-1

RESOLUTION NO. _____ 4-28-20

PB Sterling Nature Center REDI Facility SEQRA

DECLARING THE CAYUGA COUNTY LEGISLATURE LEAD AGENCY FOR THE SEQRA REVIEW OF COUNTY CONSTRUCTION OF A NEW NATURE CENTER FACILITY AT THE STERLING NATURE CENTER PARK AND DIRECTING STAFF TO INITIATE A COORDINATED SEQRA REVIEW PROCESS

BY: Hon. Keith Batman, Chair, Planning & Economic Development Committee
Hon. Chris Petrus, Chair, Ways and Means Committee

WHEREAS, Cayuga County has secured funding to construct a ~5,500 SF Nature Center Facility within the county-owned Sterling Nature Center Park ("SNC"), including construction of circulation, vehicle access and parking area improvements and upgrades to existing trails within the SNC (collectively, the "PROJECT"); and

WHEREAS, the PROJECT will require certain Cayuga County Legislature approvals, including the Legislature's review and determination of environmental impacts under a the New York State Environmental Quality Review Act ("SEQRA"), ECL Section 8-0101, et seq., and the implementing regulations , 6 NYCRR Part 617 (the "Regulations"); and

WHEREAS, the County Planning Department has tentatively classified the PROJECT as a "Type I" Action as defined under the Regulations and prepared a Full Environmental Assessment Form dated April 8, 2020 and attached hereto as Exhibit A (the "EAF") to facilitate a Coordinated SEQRA review of the PROJECT; and

WHEREAS, the County Legislatures intends to act as Lead Agency for the Coordinated SEQRA Review of the PROJECT with all Involved Agencies, in compliance with the Regulations; now, therefore be it

RESOLVED, by the Cayuga County Legislature, as follows:

1. The Cayuga County Legislature hereby finds that the SNC Facility Construction PROJECT is a TYPE I ACTION for review under the New York State SEQRA Regulations and hereby declares itself Lead Agency in conducting such SEQRA Coordinated Review as these terms are defined under the SEQRA Regulations; and
2. County Staff from the Departments of Planning and Economic Development and Buildings & Grounds, Parks Division, are directed to work with all Involved Agencies to initiate the formal SEQRA review of the proposed SNC PROJECT on behalf of the Cayuga County Legislature as Lead Agency; and be it further RESOLVED, that this Resolution shall take effect immediately.

Planning Committee

Ways & Means Committee

Keith Batman, Chair

Christopher Petrus, Chair

Michael Didio

Keith Batman

Tricia Kerr

Elane Daly

Heidi Nightengale

Andy Dennison

Christopher Petrus

Ryan Foley

Paul Pinckney

Benjamin Vitale

Charlie Ripley

Tucker Whitman

Co. Atty: _____

RESOLUTION NO. _____ 4-28-20

PB Nick Colas Contract **4-20-PL-2**

AUTHORIZING THE SIGNING OF A CONTRACT WITH NICK COLAS TO ENHANCE AND UPDATE THE SWAT MODEL AND ASSIST IN THE UPDATE OF THE OWASCO LAKE WATERSHED MANAGEMENT AND WATERFRONT REVITALIZATION PLAN INTO A NINE ELEMENT PLAN

By: Hon. Keith Batman, Chair, Planning and Economic Development Committee
Hon. Christopher Petrus, Chair, Ways & Means Committee

WHEREAS, the water quality of Owasco Lake is important to Cayuga County and its residents; and

WHEREAS, the County currently has a grant through the New York State Department of State to update the Owasco Lake Watershed Management and Waterfront Revitalization Plan into a nine element plan; and

WHEREAS, Nick Colas of the Cayuga County Department of Planning and Economic Development (“CCPED”) has been instrumental in the development of the plan and the SWAT model required to develop it; and

WHEREAS, Nick Colas of the CCPED retired April 1, 2020; and

WHEREAS, Cayuga County has approved funds in the SFY 19-20 FLOWPA (A87410 43994) funding of \$8,500 to hire a consultant to enhance and update the SWAT model and assist in updating the Owasco Lake Watershed Management and Waterfront Revitalization Plan into a nine element plan (“budgeted FLOWPA Funds”); and

WHEREAS, Cayuga County deems it to be in the public interest and benefit to enter into a contract with Nick Colas to conduct this work; and

WHEREAS, Nick Colas is considered a sole source provider due to his knowledge and skills used in this specific project; therefore be it

RESOLVED, the Chair of the Legislature is hereby authorized and directed to execute any and all documents needed to complete a sole-source professional services contract with Nick Colas in an amount not to exceed the \$8,500.00 in Budgeted FLOWPA Funds; and be it further

RESOLVED, that this resolutions shall take effect immediately.

Planning Committee

Ways & Means Committee

Keith Batman, Chair

Christopher Petrus, Chair

Michael Didio

Keith Batman

Tricia Kerr

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Ryan Foley

Paul Pinckney

Benjamin Vitale

Charlie Ripley

Tucker Whitman

Co. Atty: _____

2020 CEDA Workplan Progress

As of: 3/23/2020 (does not include COVID response)

BUSINESS RETENTION AND EXPANSION (BR & E)

Activity/Output	Goal	Actual YTD	2019
Existing business visitations	90 (incl. 20 unique)	38 (9 unique)	85 (36 unique)
Identify growth opportunities	12	3	16
Business to Business connections	10	5	22
Direct assistance to businesses submitting CFAs	4 CFAs submitted		4 submitted; 3 Awarded
Loan assistance	2 loans closed		3 closed/ 1 conditionally approved
IDA assistance	4 small projects / 2 full	1 full	1 small / 1 full
SunEast Dog Corners (solar)*			
Resource referrals	20	12	59
Outcomes	Goal	Actual YTD	
Private Investment	\$18m	\$	\$6.96m
Incentives/loans	\$3m	\$	\$992k
Jobs retained	100		77
Jobs to be created	100 anticipated	3	51
Company Interactions			
Total Number of Interactions	57		
Average per Company	1.5		

*SunEast investment, incentives, and jobs included under Attraction & Startup as it was not an existing business in the community.

ATTRACTION & START UP

Activity/Output	Goal	Actual YTD	2019
Entrepreneur assistance	75	14	74
Identify attraction leads	12	1	12
B2B/Site connections		3	
Resource Referrals		1	
New business open	15	4	9
Farm Girl Greens; Steadfast Results, LLC; Coomber Construction; McCleod's Meals			
Startup survival rate after 1 year* (businesses open in '19)	85%	100%	
Caren's Corner (Aurelius); Simply Cookie (King Ferry); Make Safe Food (Owasco); Elder Home Care CNY (Auburn); D-Vibe			

Photography (Auburn); Octane Social House @ Health Central (Auburn); The Highcrafter (Auburn); KCC Woodworking (Auburn); The Sharpener Lady (Auburn)			
Startup survival rate after 2 years* (businesses open in '18)	75%	100%	
FIERCE... with Love; Hum, LLC; Next Chapter Brew Pub; EM Video Productions; Lean on Me Business Solutions; QT's Creations; Sole Sister's Holistic Whispering Healing Center; Good Eats Farm; The Open Door; Phil Gilbo (scrap metal)			
*national average ~80% after 1 year, ~66.6% after 2 years			
Outcomes	Goal	Actual YTD	2019
Private Investment	\$4m	\$25.9m	\$219,247
Incentives/loans	\$1m	\$3.8m	\$171,247
Jobs created	50	3	14
Regional/National leads responded to	12	1	12
Attraction Lead Interactions			
Total Number of Interactions	3 (two with a prior open lead)		
Average per Lead	1		
Entrepreneur Interactions			
Total Number of Interactions	17		
Average per Entrepreneur	1.2		

MARKETING & PROMOTION

Activity/Output	Goal	Actual YTD	2019
Develop promotional materials	2 marketing pieces 2 community narrative pieces	2 marketing piece	2 marketing pieces 2 video narrative/ testimonial
Doing Business in Cayuga County video (with NY Address for Less campaign); Progress			
Increase quality of website visitation	2 average pages per session 68% Bounce Rate	1.85 (Feb) -YTD 1.98 76.22% (Feb) -YTD 71.45%	1.88 (Dec) - YTD 2.38 72.5% (Dec) -YTD 71.13%
Website Upgrades	E.g.: Projects Page, Scorecard, Employer Services Directory		
Other 2020 Marketing and Outreach Activities			
Informational Events	DRI Project Sponsor Event (w/ City); Defining Business Goals (w/ SCORE)		
Other Resources	COVID-19 Emergency Microloan		
Other Collaborative Efforts	StartUp Connect		

General Business Demographics

Establishments, Employment, and Wages- Quarterly Data (most recent available) –
NYS DOL

Year	Qrt	Reporting Units*	Change from previous	Average Employment**	Change from previous	Average Wages	Change from previous
2019	3	1,660	-2.70%	25,314	0.07%	\$11,139	3.46%
2018	3	1,706	-2.63%	25,297	-0.76%	\$10,766	4.78%
2017	3	1,752	-0.90%	25,492	-2.46%	\$10,275	-1.31%
2016	3	1,768	-1.23%	26,134	-0.45%	\$10,411	7.13%
2015	3	1,790	-2.24%	26,251	-0.70%	\$9,718	3.20%
2014	3	1,831	0.27%	26,436	1.99%	\$9,417	2.49%
2013	3	1,826	1.05%	25,919	-1.45%	\$9,188	5.80%

*Reporting Unit is an establishment, usually a single place of business, which is engaged in a single business activity, and operated by a single employer.

**Employment data include all employment covered under the New York State UI program.

CAYUGA COUNTY UNEMPLOYMENT RATE - NYS DOL

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Average
2020	5.3%												
2019	5.3%	5.3%	4.9%	3.9%	3.8%	3.9%	4.2%	4.2%	3.6%	3.8%	3.9%	4.7%	4.3%
2018	6.1%	6%	5.5%	4.7%	4%	4.2%	4.3%	4.1%	3.5%	3.5%	3.6%	4.3%	4.5%
2017	6.3%	6.4%	5.6%	4.7%	4.5%	4.6%	4.9%	5%	4.5%	4.3%	4.6%	4.8%	5%
2016	6%	6.1%	5.8%	5%	4.5%	4.5%	4.8%	4.7%	4.7%	4.6%	4.6%	5.2%	5.1%
2015	6.7%	6.7%	6.2%	5.3%	5%	5%	5.1%	4.8%	4.7%	4.7%	4.8%	5.1%	5.3%
2014	7.6%	7.8%	7.2%	5.8%	5.7%	5.5%	5.7%	5.5%	5.1%	5%	5.3%	5.6%	6%
2013	9.5%	9.3%	8.4%	7.4%	6.9%	7.2%	7%	6.8%	6.5%	6.5%	6.4%	6.5%	7.4%

*Central NY last three months: November=4.0%, December=4.6%, January=5.1%

LABOR FORCE (1000s)- NYS DOL

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Average
2020	36.1												
2019	36.5	36.1	35.4	35.3	35.3	36.2	36.9	36.5	36.1	35.7	35.6	35.8	36.0
2018	35.9	35.9	35.5	35.4	35.3	36.5	36.7	36.3	35.9	35.8	36.2	36.2	36.0
2017	35.6	35.8	35.7	35.7	35.4	36.4	36.8	36.4	35.8	35.3	35.6	35.3	35.8
2016	36.4	36.8	36.8	36.8	36.7	37.2	37.7	37.4	36.7	36.2	35.7	35.4	36.7
2015	36.5	36.6	36.5	36.9	37.4	38.1	38.4	37.9	37.0	36.8	36.3	36.4	37.1
2014	37.3	37.5	37.4	37.5	37.7	38.3	38.8	38.3	37.8	37.4	36.8	36.5	37.6
2013	38.7	38.8	38.5	38.8	39.3	39.6	40.3	39.5	38.9	38.2	37.9	37.8	38.9