



AGENDA
PLANNING & ECONOMIC DEVELOPMENT COMMITTEE
Wednesday, August 12, 2020 – 5:30PM
Live stream Link – https://youtu.be/_ieSQ5v45qU

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: July 8, 2020

APPOINTMENTS: none

DEPARTMENT UPDATES FOR COMMITTEE:

Steve Lynch (Planning & Economic Development) –

- 1) COVID-19 staffing: the majority of the staff will continue to work remotely. As needed, staff will begin to come into the office as the County Safety Plan has been introduced; however are limiting the number to 50% staff on any given day.
- 2) Staff have been successfully advancing open projects and participating in regularly scheduled staff meetings via 8x8.
- 3) In addition to daily assistance to Town and Village elected officials, appointed board members and the public, 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, Comprehensive Plan for Village of Moravia
 - b) Town of Victory Agriculture & Farmland Protection Plan
 - c) Joint Local Waterfront Revitalization Plan for Town of Sterling & Village of Fair Haven
 - i) Please Check out the LWRP Project Website prepared by staff: <https://sterlingfairhaven.wixsite.com/lwrp>
 - d) Local Waterfront Revitalization Plan for the Village of Cayuga
 - i) Please Check out the LWRP Project Website prepared by staff: <https://villageofcayuga.wixsite.com/lwrp>
 - e) Sterling Nature Center Facility & Trail Restoration Project
 - i) Contracts for the Engineering and Design work for these projects have been executed and site archeology and well water/septic assessments are underway.
 - ii) We are working with the NYSDOS and DASNY to finalize and execute Grant Disbursement Agreements
 - iii) The SEQRA for the project is moving forward in coordination with a number of permitting agencies and the NYSDOS.
 - f) Erie Canal Re-watering and Trail Planning Project (with Town of Brutus)
 - i) Staff is working with the Bergman Associates team to finalize a scope of work and associated fee for the Phase I Flood Impact Assessment and Analysis.
 - g) Emerson Park Capital Improvements and Deauville Island Engineering Project.
 - i) Construction is slated to begin in the upcoming weeks
 - h) Cayuga Lake Blueway Project (with Tompkins & Seneca Counties – 95% complete)
 - i) Owasco Lake Watershed 9E Plan & Watershed Modeling Project.
 - i) The 9-E Watershed Models are being finalized following delays associated with the pandemic and access to the supercomputers at Cornell University. The NYSDOS has recommended a 1-year contract extension which will be submitted with the monthly project report in June. Please note that although the extension is for 1-year, staff is still planning on finalizing the project in about 1/3 that time.
 - j) Owasco Flats Wetlands and Riparian Buffer Project, Phase II. Woodstone has been selected as the contractor for Phase II construction of the Basin #3. The contract is being processed and work will commence as soon as Notice to Proceed comes back from EFC.
 - k) Emerson Park Capital Improvements and Deauville Island Engineering Project.
 - i) Project meetings with the engineering and design teams have commenced and the project is moving forward.
 - l) Town of Ira Zoning Ordinance Revisions Project – Staff to meet in August with the Ira Planning Board to review the draft ordinances
 - m) Cayuga Lake Blueway Project (with Tompkins & Seneca Counties – 95% complete)
 - n) Owasco Lake Watershed Rules & Regulations Project (pending ability to schedule a joint Public Presentation/Meeting with City of Auburn and Town of Owasco)
 - o) Cayuga County Local Solid Waste Management Plan Update
 - p) CCPUSA Strategic Organization and Operations Plan (meetings held in July)

- i) The CCPUSA Board has been meeting regularly with the Hometown Connections project team (<https://www.hometownconnections.com/>) - remotely, to build board consensus on CCPUSA's vision and mission and align these with a strategic direction that will enable the agency to build capacity, visibility and credibility as it matures into an operational entity.
 - ii) Hometown Connections are now assessing operational models and gathering the quantitative data needed to build a sound business case for operations.
 - iii) Staff is targeting September for completion of the Strategic Planning Process and presentation to the Legislature and stakeholders.
- q) Cayuga County Clean Energy Community Grant Lighting Upgrades at County Jail. Despite two separate public bidding efforts, the County has not received a single bid for this approximate \$90K lighting upgrade project. Planning staff has requested the Building and Grounds Department work with Purchasing to split the bid into two separate bids – one for purchasing the materials and equipment and a second, stand-alone bid to install the materials to spec.

Kelly King (Employment & Training) –

- **Local Workforce and Career Center Information: Average unemployment rates: per NYS DOL labor market data as follows:**

Cayuga County June 2019 rate: 3.9%	Cayuga County June 2020 rate: 10.6%
Statewide rate: 15.6%	National rate: 11.2%
- **Summer Youth Program:**
 - TANF allocations for the Summer Youth Employment and Training Program were released by New York State Office of Temporary and Disability Assistance. Cayuga County was allocated \$180,266.50 this year, which is slightly increased from last year's allocation at 176,320.00. 30 youth are participating in the program this summer compared to 71 from last year. The decrease in participants is due to COVID 19 and the late start and strict safety guidelines.
 - A Financial Literacy Series has been added to the youth program curriculum this year and is hosted by Colleen Barton from Visions Federal Credit Union. Youth are required to attend at least one session, however can earn an incentive to complete the series. Additional incentive opportunities are available to earn \$100 gift cards for each one completed. A total of 5 incentive opportunities.
 - Summer Youth Orientation looked very different this year. Youth participated in Zoom for the required orientation and completed employment plans via the telephone as the office remained closed throughout the summer program application and eligibility process.
 - Youth hourly wage has increased from 11.10 to 12.50.
- **Classroom Training Participants:**
 - E&T staff provided continuous support to CRT participants throughout the shutdown and moving forward. 5 WIOA funded LPNs graduated from Cayuga Onondaga BOCES this month and a new class is set to start next month. E&T staff have started the scholarship process for the upcoming LPN class, with 25 applications provided for the WIOA scholarship thus far. 1 additional LPN graduated this month from OCM BOCES, 1 Dental Assistant, and a student with her BS Degree from Capella University.
- **Employment and Job Readiness Workshops:**
 - E&T staff are serving 120 TA recipients per month enrolled in job search with 20 new referrals for the month of July.
 - All in person workshops, including Soft Skills, Financial Literacy, Job Readiness, and Support Groups have been temporarily cancelled due to COVID 19 and are provided as needed remotely at this time. Virtual options are being explored. All in person DOL hosted workshop have also been postponed until staff are done assisting with UI claims processing.
 - No walk in services at this time.
- **Employer Outreach:**
 - Page Trucking for OJT opportunities.
 - 181 new job postings entered into the New York State Job Matching system since July 1.
- **Website and Marketing:**
 - The Employment and Training page on the County Website has been updated and is a work in progress as well as the Career Center link.
 - E&T staff are developing a Monthly Workforce Newsletter to be launched in September.

- **Career Center Reopening Plan:**

- COOP plan has been created for Cayuga County Employment and Training by Kelly King with collaborative efforts from the County and the Cayuga Community College.
- A health screening process has been implemented effective 6/29/2020 in conjunction with the college.
- The Cayuga County Health Department has completed a walk through and provided instruction and recommendations for implementing safety measures, which have been put in place to ensure social distancing, masking, and signage.
- The Career Center is currently operating with E&T staff on site only and all of the partner agencies continue remote work at this time, including the NYS Department of Labor.
- E&T implemented an automated phone system to its main line.
- The Career Center is ready for opening and waiting for the green light from the County and the completion of the center policy from the Workforce Development Board.

Tracy Verrier (CEDA) –

- Metric Snapshot through July 15, 2020 (does not include COVID response):
 - Existing businesses met with: 64 (including 18 first-time contacts)
 - Entrepreneurs met with: 29
 - See supplemental document for additional metrics and economic indicators.
- Since mid-March, the CEDA team has connected with over 170 businesses and organizations related to our COVID response in addition to the businesses counted in the normal metrics.
- AIDA approved an initial project resolution for Nucor Steel. The project would upgrade certain systems within the plant and retain existing jobs. A public hearing will be scheduled for August. Also, AIDA has released an RFP for a marketing consultant to develop a place-based branding strategy to promote Auburn. It will be important to ensure that the resulting brand and strategy will work well with a broader Cayuga County marketing effort when resources are available to extend this effort.
- CCIDA heard a presentation on a large solar development in Conquest. An application is not expected for a few months.
- Kim Taggerty was hired as our new Office Administrator. The search for a new Technical Specialist is in its final stages.

Doug Kierst (Soil & Water Conservation District) –

- The Natural Resources Center continues to be closed to public visitors. The members of the Cayuga County SWCD Office and Technical Staff now report to the office.

AGRICULTURAL TECHNICAL ASSISTANCE:

- Cayuga SWCD Staff continues to complete weekly construction site inspections on SPDES permitted construction sites at 2 agricultural operations.
- Cayuga SWCD Staff continue to work in partnership with The Nature Conservancy, NY Ag and Markets, Tompkins SWCD, Cornell University, American Farmland Trust and Evidon on a behavior change program called Our Owasco. The program is working to increase the percentage of farmland in the Owasco Watershed implementing soil health best management practices (BMP). The collaborative program also aims to enhance behavior skills through trainings as well as engage farmers through case studies and panel discussions.
- Cayuga SWCD Staff continues to provide support and advise EcoLogic regarding best management practice data on agricultural operations during the development of the 9E plan for Owasco Lake.
- Cayuga SWCD Staff continue to reform and enhance the AEM Program through better data management practices, increased outreach and education and the improvement of the quantity and quality of technical assistance provided to farmers across the County.
- Cayuga SWCD Staff oversaw the construction and implementation of 2 waste storage and transfer systems in the Cayuga Lake watershed.
- Cayuga SWCD Staff worked with 2 agricultural operations to complete Prescribed Grazing plans for their farms.

NON-AGRICULTURAL & MUNICIPAL TECHNICAL ASSISTANCE:

- Cayuga SWCD Operations Staff completed the second phase of the flood mitigation project in the Village of Moravia. This portion of the project involved the installation of a cleanout basin into the existing pipe drainage system.
- The Cayuga SWCD Hydroseeder has been used to stabilize exposed soils on several projects throughout Cayuga County.
- Cayuga SWCD Staff completed a harvesting of aquatic vegetation on Owasco Lake. An estimated 295 tons of vegetation were removed. The boats are currently harvesting on Little Sodus Bay and will remain on the waterbody until the work is completed.

- Cayuga SWCD Operations Staff completed several bank stabilization projects for the Town of Genoa on Clearview Road. Projects included road ditch stabilization, installation of culvert outfall protection and the removal of a failing stacked block streambank structure which was replaced by a re-graded bank to a more stable slope and the installation of rock riprap.
- Cayuga SWCD Staff continues to work with permitting agencies and engineers for drainage and erosion control projects on Filmore Rd. (Town of Summerhill), Richardson Hill Rd. (Town of Sempronius), Scott Gulf Rd. (Town of Sempronius) and Hemlock Creek (Town of Locke).

OTHER SWCD NEWS, WORKSHOPS & TRAININGS:

- The Cayuga SWCD developed a short video highlighting the aquatic vegetation efforts we perform on Owasco Lake. It is entitled Owasco Lake Weed Harvesting Outreach Video: <https://youtu.be/IUTKV7Knbdu>

Dan Welch (Director Cornell Cooperative Extension) –

- o 70 entries have been received for the Cayuga County 4-H Virtual Fair, with additional entries from youth working with horses expected this week. Once the judging is finished, submissions will be shared on our website and Facebook page.
- o CCE Cayuga is working with the NYS Hemlock Initiative at Cornell University to develop GIS maps of Hemlock stands in Cayuga County. Initially, these maps will support the Owasco Watershed Lake Association and Owasco Lake Management Council to monitor for Hemlock Woolly Adelgid in the Owasco Lake Watershed.
- o Shared information with the public, the Cayuga County Sherriff, Cayuga County E-911, and Emergency Management on the proper handling of unsolicited seed packages from China.
- o Master Gardeners are answering our plant hotline and email inquiries Monday, Wednesday, and Friday mornings. The most common question they have received is if someone has found an Asian giant hornet (“murder hornet”) in their house or yard. Despite the widespread press coverage of this insect, it has only been identified in small numbers in Washington state and British Columbia, and USDA and the WA state Department of Agriculture are working hard to eradicate it.
- o Began in-person nutrition/gardening class, twice a week, for youth enrolled in the Booker T. Washington Community Center summer program. This class will run for the remainder of the summer.
- o CCE Cayuga is at the beginning stages of determining if joining one or more regional Cornell Cooperative Extension Agriculture teams is the best way to meet the needs of farmers in the county. CCE Cayuga will have opportunities for a wide cross-section of farmers and the county legislature to engage in this process.
- o Anticipate signing the official transfer agreement between the Cooperative Extension Association, Community College, and County later in August or early September.

Karen Kuhl (Tourism) –

- o Maureen McEvers’ Resignation - We were sad to say goodbye to Maureen McEvers who has worked for the CCCVB for 17 years, but proud of her many accomplishments. She has accepted a new position with great professional development. We will miss her but look forward to seeing her occasionally as she will continue residing in Auburn.
- o #TravelConfidently - The travel confidently campaign is going very well and it is being very well received. This messaging is very important to increase the visitor’s trust in Cayuga County. The campaign will continue into August.
- o Matching Funds - We received \$27,974.12 as a match for Matching Funds expenditures in the first quarter. The original match figure for 2020 was anticipated to be \$67,121.
- o Occupancy Tax - We vouchered for our Q3 Occupancy Tax payment with the county on July 31st for \$52,091.28, which is 60% of our original anticipated amount. We anticipate receiving the check within the next couple of weeks.
- o State of Tourism 2020 - Thank you to the Cayuga County Chamber of Commerce for hosting the State of Tourism on July 30th, and thank you to Andrea Seamans for joining me on the program. We provided an introduction to our office and how we function, addressed some of the ways we have shifted our work to respond to COVID-19, and invited Nicole Mahoney from Break The Ice Media to give a view of the regional perspective and the role Cayuga County plays.

RESOLUTIONS:

PLANNING:

8-20-PL-1 Designating the Cayuga County Convention and Visitors Bureau (“CCCVB”) as the Cayuga County Tourism Promotion Agency (“CCTPA”) for New York State Grant Funding for the 2021 State Program Year and Designating the Program Project Director.

EXECUTIVE SESSION:

ADJOURNMENT: Wednesday, September 9, 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.

8-20-PL-1

RESOLUTION NO. _____ 8-25-20

PB designate CCCVB as TPA 2021

DESIGNATING THE CAYUGA COUNTY CONVENTION AND VISITORS BUREAU (“CCCVB”) AS THE CAYUGA COUNTY TOURISM PROMOTION AGENCY (“CCTPA”) FOR NEW YORK STATE GRANT FUNDING FOR THE 2021 STATE PROGRAM YEAR AND DESIGNATING THE PROGRAM PROJECT DIRECTOR

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

WHEREAS, the Cayuga County Convention and Visitors Bureau (“CCCVB”) is the not-for-profit corporation designated by the Cayuga County Legislature to develop and implement a comprehensive tourism promotion and marketing program for the County; and

WHEREAS, New York State requires that an agency must be designated by resolution of the Cayuga County Legislature as the “Cayuga County Tourism Promotion Agency” or “CCTPA” for the specific purpose of making application to and receiving grants from most New York State grant programs; **NOW THEREFORE, BE IT**

RESOLVED, by the Cayuga County Legislature, that the Cayuga County Convention and Visitors Bureau is hereby designated as the Cayuga County Tourism Promotion Agency (“CCTPA”) and is authorized to make application to receive grants on behalf of Cayuga County pursuant to the New York State Tourism Act for the 2021 Program Year; and be it further

RESOLVED, that Ms. Karen K hl, Executive Director of the Cayuga County Convention and Visitors Bureau, is hereby designated as the 2021 CCTPA Program Project Director.

Planning Committee

Ways & Means Committee

Keith Batman, Chair

Christopher Petrus, Chair

Michael Didio

Keith Batman

Tricia Kerr

Elane Daly

Heidi Nightengale

Ryan Foley

Christopher Petrus

Hans Pecher

Paul Pinckney

Benjamin Vitale

Charlie Ripley

Tucker Whitman

Co. Atty: _____