



AGENDA
PLANNING & ECONOMIC DEVELOPMENT COMMITTEE
Wednesday, October 14, 2020 – 5:30PM
Live stream Link – <https://youtu.be/fpyUbMwO9yo>

CALL TO ORDER: By Hon. Keith Batman, Chair

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

MINUTES TO APPROVE: September 9, 2020

APPOINTMENTS:

Cayuga County Planning Board:

Tom Higgins, 37 Fire Lane 19, Moravia, NY 13118, Term 10-28-20

Carol Fordyce, 8679 W. Loop Rd., Port Byron, NY 13140

Terms – start 10-28-20 serves until a new nomination is submitted by the municipality that they represents

Cayuga County Water Quality Management Agency:

Patrick Mooney, 1184 Lake Como Rd., Cortland, NY 13045, start 10-27-20, serves until the Lake Como Assoc. submits a new nomination

PRESENTATION: Tracy Verrier, CEDA

DEPARTMENT UPDATES FOR COMMITTEE:

Steve Lynch (Planning & Economic Development) –

- 1) Cayuga County Environmental Engineer Bruce Natale, after 30-years of service to Cayuga County, will retire from the Planning Department effective October 31, 2020 (last day is Oct. 29). Bruce has been instrumental in many of the critical resource protection efforts within the county over the last three decades. In addition to his strong relationships with environmental and land use partners across local, state and federal agencies, Bruce has an unmatched institutional knowledge of the County and its involvement in resource protection. Bruce will be greatly missed and we wish him every success for a long and well-earned retirement from the County.
- 2) Individual Comprehensive Plans for the Village and Town of Moravia, funded by CFA Grants prepared by staff Senior Planner David Nelson, continues moving forward. There has been some delay with municipal work of this kind due to constraints on public meetings, but the projects are advancing.
- 3) Planning Work on Town of Victory Agriculture & Farmland Protection Plan continues (Sr. Planner David Nelson).
- 4) Senior Planner Kari Terwilliger is leading the Joint Local Waterfront Revitalization Plan (“LWRP”) for the Town of Sterling & Village of Fair Haven. Monthly Steering Committee Meetings occur on the 4th Wednesday of every month. Please Check out the LWRP Project Website prepared by staff: <https://sterlingfairhaven.wixsite.com/lwrp>.
- 5) Sr. Planner/GIS Analyst Greg Colucci is leading the Local Waterfront Revitalization Plan for the Village of Cayuga. Community Surveys were circulated the last week of September. Please Check out the LWRP Project Website prepared by staff: <https://villageofcayuga.wixsite.com/lwrp>.
- 6) The Sterling Nature Center Facility & Trail Restoration Project has moved to 75% construction documentation. Value engineering and site design layouts have been adjusted to keep construction estimates within budget. A Legislature Resolution addressing SEQRA, authorization to bid and award bid contracts are on the October PEDC agenda and discussed in the Resolutions section above.
- 7) Sr. Planner/GIS Analyst Greg Colucci is leading the Erie Canal Re-watering and Trail Planning Project (with the Town of Brutus). Contracts for Phase I Flood Analysis with Bergmann Associates Engineers were executed on September 24 and a Notice to Proceed was issued the same day; estimated delivery date for the 3-month Phase I analysis is late December this year.
- 8) Emerson Park Capital Improvements and Deauville Island Engineering Project:
 - a) The current Capital Project (pedestrian bridge, new paved pathways, grading and landscaping) was completed the final week of September. Sr. Planner David Nelson will be closing out this 2017 CFA Grant Application.
 - b) Initial Concept Plans for the Destination Playground, Concert Venue and related master planning and cost estimating for Deauville Island have been reviewed and final concepts are being prepared. The final concept plans will provide the basis of

high-level schematic design and project cost estimating. We would plan on having a public presentation with invitations to legislators to attend and participate, in November.

- 9) Associate Planner Michele Wunderlich is leading the Owasco Lake Watershed 9E Plan & Watershed Modeling Project. Staff is working to calibrate and validate the watershed and in-lake computer models in close coordination with NYSDEC, Cornell University and project consultant Ecologic. Draft 9-E recommendations are being prepared by the project team to keep the project moving forward and to prepare for public meetings despite delays in the computer model validation.
- 10) Environmental Engineer Bruce Natale and Associate Planner Michele Wunderlich continue to lead the Owasco Flats Wetlands and Riparian Buffer Project Phase II, which will complete the construction of wetland basin #3 (the largest of the three created wetland basins). Work is ahead of schedule and approximately 90% complete. It should be noted that following construction, periodic and annual inspections, including monitoring and maintenance of the created wetland system is required under the NYSDEC work permits and essential to the ongoing capture and control of phosphorus and sediment.
- 11) Owasco Lake Watershed Rules & Regulations Project. A date has just been confirmed for the joint Public Presentation/Meeting with City of Auburn and Town of Owasco: Thursday, October 29th at 5:00 PM at the Emerson Pavilion. Project background presentation materials, including the Draft Regulations and a Summary of Public Comment Received and Responses to Public Comments, will be circulated within the next two weeks to all elected officials, project stakeholders, the public and made available on the project website.
- 12) The Annual Electronic Recycling Event was held on Saturday September 26th, an event made possible by the combined efforts of Planning, Cornell Cooperative Extension, Soil & Water Conservation District, the Sheriff's Department and NUCOR. Due to the Pandemic, the event required pre-registration and a range of site precautions to limit person-to-person contact. Within the 3-hour event time frame, approximately 500 vehicles delivered electronics for recycling and approximately 80,000 pounds were collected.
- 13) Cayuga County Local Solid Waste Management Plan Update. At this point, with the County Environmental Engineer retiring at the end of October, this project will need to be taken up by a proposed, entry level Planner who will take on this and a range of environmental resource planning responsibilities and projects. We have included this Planner Position in the department's proposed FY21 budget.
- 14) CCPUSA Strategic Organization and Operations Plan. Final Drafts of the CCPUSA Strategic Plan were reviewed in two September CCPUSA board meetings and a final board meeting to review the proposed Plan will be held on Tuesday, October 20th. The Plan puts forth an operational model and business case for CCPUSA spearheading a Community Choice Aggregation (CCA) program in Cayuga County. CCPUSA is looking to complete the Strategic Plan in October and have the project consultant provide a brief (remote) presentation on the Plan findings and recommendations to the Legislature during November.
- 15) Cayuga County Development Corporation (CCDC). The CCDC closed a small loan to a local dairy farm for milk bottling equipment that will allow the farm to expand its market share of specialty milk products in NY State. The CCDC also approved and posted its FY21 budget which was circulated to the State in September. Included in the annual CCDC budget is a \$30,000.00 payment to Cayuga County for the services of the Planning Staff and its resources. CCDC-generated loan deferments (grace periods) for the current portfolio of six (6) borrowers, established to provide cash flow relief during the pandemic, were scheduled to end in September. The CCDC Board met on October 1st and approved offering a 3-month extension (to end of calendar year) to the borrowers. Staff is working with the borrowers to confirm and accommodate loan changes.
- 16) Department Staff presented two (2) Planning Board Trainings for municipal appointed zoning and planning board members on September 22nd and 23rd. In addition, at the request of the Town of Mentz, the staff provided an in-person land use training for new Town of Mentz ZBA and Planning Board members.
- 17) The Department has been recently approached by the following towns seeking planning department assistance with land use planning:
 - a) Town of Venice
 - b) Town of Throop
 - c) Town of Scipio
 - d) Staff has met or will be meeting with representatives from these towns to explore options for assistance with a range of planning concerns, including Comprehensive Plans, Zoning and Subdivision Ordinances and Board Trainings. Due to existing and pending staff vacancies, we are not certain we will have the capacity to take on these additional Town services in the short term.

Kelly King (Employment & Training) –

Local Workforce Information/Unemployment Rate for Cayuga County: The average unemployment rate for Cayuga County per NYS DOL Labor Market Data is as follows: (Most recent) UI rate in Cayuga County for July 2020 is 11.9% up from 10.6% from June 2020, but down from the record high in April of 15.3%.

Program Updates:

- **TANF SYEMP-** Wrapping up the summer program as of September 25. 31 participants completed the program this year in comparison to 70 from 2019. \$12,600 additional funds used on education component this year. 9 youth have been able to stay on in the program under another funding stream through the end of the year.
- **WIOA Youth-** 2 active participants enrolled
- **CRT/OJT-** 7 participants enrolled in training. 6 enrolled in classroom training and 1 enrolled in an OJT.

- **JOBS-** 166 participants enrolled in the JOBS program, with 36 new referrals in this last month. In addition, 42 non employer customers served in the last month.

Employer Outreach:

Page Trucking, Loretto, The Commons, YMCA, and Mosaic.

WARN notices: Mosaic – Temporary Plant layoff- outreach was provided to 32 Cayuga County residents.

Marketing: Navigating challenges with the Facebook page and permissions, updating Cayuga County E&T page on the County website. Drafting of Workforce Newsletter, WIOA youth outreach.

Job Listings: Currently there are 200 active job postings for Cayuga County listed in the New York Job Bank.

Customers Served: Approximately 143 customers (job seekers) served by E&T staff in the last month.

Staff Development: Offender Webinar Series- Level-Up New York, a series that focuses on reentry into the workforce after incarceration. DSS virtual trainings on service delivery, assessments, and employment plans, and other workforce related topics. Cross training is being implemented across the board in the Employment and Training Department.

2020 Virtual Fall Conference: Forward Together. Highlights to include- The Future of Workforce and Economic

Development; Building Back Better- focusing on job quality; Pathways for Career Change; COVID 19 and its impact on Workforce; and the Creative Economy- Striving to turn new challenges into future opportunities.

Tracy Verrier (CEDA) –

- Metric Snapshot through Sept 17, 2020 (does not include COVID response):
 - Existing businesses met with: 81 (including 26 first-time contacts)
 - Entrepreneurs met with: 39
 - See supplemental document for additional metrics and economic indicators.
- AIDA activities:
 - Selected TGW of Rochester as the firm to assist with the place-based branding initiative.
- CCIDA activities:
 - Approved initial project resolution for the Abundant Solar development on County House Road.
 - Engaged Probst Group to do final engineering for the Aurelius sewer project.
- Modifications to CEDA’s website went live. The updated site has more intuitive navigation and better helps users find the information sought.
- CEDA 101: Doing Business with New York State will be a two part webinar series with representatives of the NYS Office of General Services. This training will help small businesses understand the State’s procurement process, as well as how to be included in the procurement systems used by the State and various municipalities. The webinars will be on October 6 and October 8.
- CEDA is working with the City of Auburn via its existing contract to develop a microenterprise program. This includes organizing a series of trainings that will be available to entrepreneurs and small businesses located throughout the County.
- Ms. Taylor Symes has started underwriting training so as to be able to continue providing these services to the County and City loan programs.
- Ms. Verrier is working to set up office hours for CEDA staff in Sterling and Moravia to build better networks and to better service those areas of the county.
- Mr. Simmonds resigned as Business Development Specialist, and his last day was October 5.

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 assisted with the implementation of 1,485 acres of cover crops throughout the Cayuga Lake, Seneca River and Owasco Lake Watersheds.
- Cayuga SWCD Staff continue to work in partnership with The Nature Conservancy, NY Ag and Markets, Tompkins SWCD, Cornell University, American Farmland Trust and Evidn 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. Members of the group are exploring options to promote a similar program in other watersheds throughout the region.
- Cayuga SWCD Staff continues to finalize the closeout process on several grant projects that have been completed.

NON-AGRICULTURAL & MUNICIPAL TECHNICAL ASSISTANCE:

- Cayuga SWCD Staff continues to participate in the update process for the County’s Hazard Mitigation Plan.
- 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 SWCD Staff began construction on drainage and erosion control projects at Filmore Rd. (Town of Summerhill) and Richardson Hill Rd. (Town of Sempronius),

- Cayuga SWCD Staff continue to work with permitting agencies and engineers for drainage and erosion control projects involving Scott Gulf Rd. (Town of Sempronius) and Hemlock Creek (Town of Locke).
- Cayuga SWCD Staff completed sanitary code inspections for residents in the Towns of Aurelius, Conquest, Ira, Montezuma, Moravia, Scipio and Venice. In addition, new septic system designs were completed for landowners in the Cayuga Lake, Owasco Lake and Seneca River Watersheds.

OTHER SWCD NEWS, WORKSHOPS & TRAININGS:

- SWCD Staff participated in several specialized training opportunities that focused on strengthening employee's technical conservation skills. The courses that were attended in a combination of virtual trainings and small on-site visits include AEM Tier 3A Nutrient Management Planning Skills, NYSDEC Stormwater Construction Permit and MS4 Permit Review, Livestock Watering System Planning and Design, Cropland Overflow & Construction Site Stormwater Inspection. Course instructors include Statewide SWCD employees, Regional DEC Staff, Engineers, Product Specialists and other professionals.
- The Cayuga SWCD Staff collaborated with the County Solid Waste Management Program, Cornell Cooperative Extension and NUCOR Steel to carry out the County's 2020 Electronics Recycling Collection Event that was held at the SWCD offices on September 26th.
- The Cayuga SWCD's pond stocking program held a grass carp, bluegill, largemouth bass and perch sale. Grass carp can assist with the control of aquatic vegetation.
- The Cayuga County SWCD & Seneca County SWCD collaborated on a grant to plan and implement cover crops on several farms throughout the Cayuga Lake Watershed. Cover crops are a Best Management Practice that are effective at reducing soil erosion and promoting healthier soils. One of the participants was Poormon Farms (Seneca County) whose early season cover crops have resulted in a beautiful landscape of sunflowers and fall foliage! Check out our latest video which highlights the use of cover crops. It is entitled *Cayuga-Seneca Cover Crops*: <https://youtu.be/mQ-WIKqM1rQ>

Dan Welch (Director Cornell Cooperative Extension) –

- o On September 26th, CCE Cayuga worked with the County Planning Department and the Soil and Water Conservation District to hold the Electronics Recycling Event. 501 county residents recycled electronics during the event, keeping 80,000 lbs. of electronics out of landfills, roadsides, and waterways. The Household Hazardous Waste event is scheduled for October 17th.
- o National 4-H Week is October 4th-10th. 4-H Clubs in Cayuga County will be designing window displays in area businesses to show their 4-H spirit. These window displays can be seen at the Tractor Supply Company in Auburn, The Jennings Department Store in Moravia and Cato Hardware in Cato. Virtual activities for the week on the CCE Cayuga Facebook page include a trivia contest, 4-H spirit day and an "Ask the Educator" virtual meeting.
- o 17 county residents are participating in the Wholesome Rx Fruit and Vegetable Prescription Program through our Snap-Ed New York program. After participating in workshops on healthy eating habits, the attendees receive \$15 in vouchers for fruits and vegetables they can redeem at farmer's markets and farm stands. CCE Cayuga is planning to expand this program by working with East Hill Medical, and partnering with grocery stores to accept the vouchers year-round.
- o CCE Cayuga has been helping some farmers with supplemental feeding strategies due to the drought conditions. As of October 1st, all of the county, except for part of the town of Sterling that is abnormally dry, is classified as being in moderate drought.
- o The CCE Cayuga annual meeting is scheduled for November 5th, more details will be shared soon.

Karen Kuhl (Tourism) –

- o Occupancy and RevPar numbers:
 - August: 2019 – 74.7% occupancy. 2020 – 56.0% occupancy
 - Year to Date: 2019 – 51.4% occupancy. 2020 – 36.4% occupancy
- o E-correspondence in September 2019
 - 8/17/20 August E-Blast – What's Open/Museums & Galleries: 26% open rate
 - 8/17/20 Google My Business Tips: 27% open rate
 - 9/1/20 What's Open – New hours and openings of attractions around the county sent to lodging partners to display and give to visitors/guests: 35% open rate
 - 9/15/20 September E-Blast – Harvest Season: 23% open rate
- o Public Relations
 - Monthly WAUB Tourism Thursday
 - #WhatsOpenSherpa - Josiah Brown, also known as the New York Sherpa, released the What's Open spotlight for the [Seward House Museum](#). We are waiting for the release of the NYS Equal Rights Heritage Center's video.
 - Wanderlust on a Budget - Danielle Benjamin from [Wanderlust on a Budget](#) did a wonderful piece including the Seward House Museum, Harriet Tubman House, NYS Equal Rights Heritage Center, Fort Hill Cemetery and the Howland Stone Store Museum.
- o 2021 Budget Request submitted to the county for \$450,000

- Updates on Fall/Winter campaigns
 - Unplan Your Getaway - has been a visually engaging campaign driving traffic to our homepage and highlighting the many offers available. Weekly, last-minute ideas of things to do are an important part of this concept.
 - Where Brave Women Winter - Meetings with Seneca and Ontario counties to relaunch the campaign have started and all partners are enthusiastic for the potential. Outreach to the women-owned businesses will begin soon to establish a network of support amongst them as well as distill the messaging in a broader way.
 - Hibernation - We will be reaching out to the partners that participated in 2019 and creating new offers. The offer will be extended to partners outside our county as a pay-to-play option and help fund the marketing of this campaign.
 - Reimagining Tourism in Cayuga County - Videos for The Rev Theatre, The Inns of Aurora, Colloca Estate Winery, and Auburn Public Theater are completed and on our YouTube Channel. I Love NY picked up the story and has promoted our partners' efforts to ensure our destination is a safe and healthy option for our visitors.

RESOLUTIONS:

PLANNING:

10-20-PL-1

Authorizing the determination of significance under the coordinated New York State Environmental Quality Review Act (SEQRA) for the Sterling Nature Center Capital Improvement Project and authorizing county staff to prepare, file, and publish such determination in compliance with article 8 of the New York State Department of Environmental Conservation Law and to bid and award contract for construction.

EXECUTIVE SESSION: re: to discuss the financial and employment of a particular corporation or entity and legal advice with regard to same

ADJOURNMENT: TBD

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.

RESOLUTION NO. _____ 10/27/20 PB Sterling Nature Center SEQR Bid Award rev2

Resolution authorizing the determination of significance under the coordinated New York State Environmental Quality Review Act (SEQRA) for the Sterling Nature Center Capital Improvement Project and authorizing county staff to prepare, file, and publish such determination in compliance with Article 8 of the New York State Department of Environmental Conservation Law and to bid and award contract for construction

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

WHEREAS, Cayuga County has received grant funds for the Sterling Nature Center Capital Improvement Project including restoration of nature center trails and service roads, expansion and improvements to nature center parking and circulation paths utilizing green infrastructure and the design, permitting and construction of a new ~5000 square foot Sterling Nature Center Resiliency and Education Building (collectively, the “SNC Project”); and

WHEREAS, on May 26, 2020, Resolution #208-20 established Sterling Nature Center Capital “H” Account 20-02 in the amount of \$4,329,395.00, allocated from grant and matching funds; and

WHEREAS, Cayuga County is developing final Bid Plans and Specifications with Beardsley Architects; and

WHEREAS, the Cayuga County Legislature, in undertaking and funding the SNC Project is required to comply with the requirements of the State Environmental Quality Review Act and the regulations of Article 8 of the New York State Environmental Conservation Law adopted thereunder (collectively, “SEQRA”); and

WHEREAS, the Cayuga County Legislature on April 28, 2020, via Resolution #183-20, identified the SNC Project as a “Type 1 Action”, and declared the Cayuga County Legislature as “Lead Agency” in a “Coordinated Review” as said terms are defined under SERA; and

WHEREAS, the Cayuga County Legislature has circulated a request for Lead Agency designation to the Involved Agencies including transmittal of a completed Part I Full Environmental Assessment Form (“Full EAF”); and

WHEREAS, the Cayuga County Legislature has received written consensus from the Involved Agencies agreeing to the County’s designation as Lead Agency and providing project comments regarding the potential for environmental impacts associated with the SNC Project; and

WHEREAS, the Cayuga County Legislature has reviewed the comments received from Involved Agencies, the SNC Project information provided by the Full EAF and other supporting information to identify all relevant areas of environmental concern to determine if the action may have a significant adverse impact on the environment; and

WHEREAS, the Cayuga County Legislature has set forth its determination of significance in a written form containing a reasoned elaboration as to its determination why it believes the SNC Project will not have a significant adverse impact on the environment (referenced Full EAF, together with Summary of Involved Agency Comments and EAF determination attached hereto and made a part hereof this Resolution); and

WHEREAS, the Cayuga County Legislature intends to expedite construction of the SNC Project through solicitation of competitive public bids and award of construction contracts on the basis of best value, pursuant to Cayuga County Local Law No. 5-2020, in the amount not to exceed \$4,035,395.00; now

THEREFORE BE IT RESOLVED, by the Cayuga County Legislature, as follows:

1. The Cayuga County Legislature declares that the SNC Project will not result in any significant adverse environmental impacts and issues a negative declaration;
2. The Cayuga County Legislature authorizes and directs the Chair of the Legislature to execute any documents necessary to publish, file, and circulate this determination;

3. The Cayuga County Legislature authorizes and directs County staff to file the Notice of Determination of Significance with the Town Supervisor of Sterling as the chief elected officer of the political subdivision where the SNC Project is located, the Cayuga County Legislature as the Lead Agency, all Involved Agencies, any person who has requested a copy, and file the Notice of Determination with the NYS Environmental Notice Bulletin;
4. The Cayuga County Legislature authorizes and directs the Department of Planning and Economic Development to prepare and release an Invitation to Bid for the SNC upon completion of final Bid Plans and Specifications;
5. The Cayuga County Legislature authorizes the Chair of the Cayuga County Legislature to execute and deliver such other and further documents as may be necessary to carry out the intent of this Resolution;
6. The Cayuga County Legislature authorizes and directs the Department of Planning and Economic Development to oversee the implementation of the construction contracts and take the actions necessary and appropriate to accomplish the intent of this resolution; and
7. That this resolution shall take effect immediately.

Planning Committee

Keith Batman, Chair

Michael Didio

Tricia Kerr

Heidi Nightengale

Christopher Petrus

Paul Pinckney

Co. Atty:_____

Ways & Means Committee

Christopher Petrus, Chair

Keith Batman

Elane Daly

Ryan Foley

Hans Pecher

Benjamin Vitale

Tucker Whitman