



**AGENDA**  
**PLANNING & ECONOMIC DEVELOPMENT COMMITTEE**  
**Tuesday, January 11, 2022 – to follow Public Works**  
**Live stream Link-[https://youtu.be/0xy73OTh\\_IY](https://youtu.be/0xy73OTh_IY)**

**CALL TO ORDER:** By Hon. Aileen McNabb-Coleman, Chair

**MEMBERS:** Legislators – James Basile, Christina Calarco, Vice Chair Brian Muldrow, Lydia Patti Ruffini, Chris Petrus and Robert Shea

**MINUTES TO APPROVE:** December 7, 2021

**APPOINTMENTS:**

Cayuga County Soil & Water Conservation District Board of Directors  
Raymond Lockwood Jr., 1877 State Rte 326, Auburn, NY 13021 – term – 1-1-22 to 12-31-24  
James Young, 6065 Bluefield Rd., Auburn, NY 13021 – term 1-1-22 to 12-31-24

Cayuga County Planning Board: all terms – start date 1-26-22 serves until new nomination is submitted  
Bonnie Borowiec, 12400 Watkins Rd., Cato, NY 13033  
Lorie DeWitt-Antilla, 3697 Old Salt Rd., Moravia, NY 13118  
Don Gleason, 11343 South St., Cato, NY 13033  
Matthias Mullins, 22 Shotwell St., Port Byron, NY 13140  
Anton Parseghian, 294 Lake Rd., King Ferry, NY 13081

**DEPARTMENT UPDATES FOR COMMITTEE:**

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

**Note on Department Updates for the 2022 Planning Committee:** As shown by the project list below, the work of the department typically involves both extended planning projects serving our Towns and Villages and implementation of ongoing or annual programs ranging from environmental and resource protection work to staffing and/or management of boards and commissions.

Monthly updates can be tailored to preferences of the Planning Committee regarding the level of detail and updates provided and can range from a bulleted list of open projects to an ongoing summary of each activity. For this month, I have provided an update on our Planner Vacancy (below) and a list of open projects with a few updates where appropriate. I look forward to working with the Committee in 2022 to keep you informed on departmental work in a manner that works for you and welcome your feedback on what you would like to see in these monthly updates.

**Update on Planner Vacancy:** With the legislature authorization in December 2021 to fill the new vacancy, the department has advertised our entry-level Planner position on regional websites under the Upstate Chapter of the American Planning Association. The position posting can be viewed online here: [Job Opening: Cayuga County Department of Planning & Economic Development, Planner – American Planning Association NY Upstate Chapter \(nyupstateplanning.org\)](https://www.nyupstateplanning.org/job-opening-cayuga-county-department-of-planning-economic-development-planner-american-planning-association-ny-upstate-chapter)

An important open project under this position is the update to the County's Local Solid Waste Management Plan (LSWMP), which is in the data collection/analysis phase. This comprehensive project will be temporarily paused as we solicit applications for the Planner position and review candidates. In addition, the position was assigned as support staff to the Town of Conquest Comprehensive Plan project and was assisting senior staff members working on the Fair Haven-Sterling Local Waterfront Revitalization Plan, the farmland protection and purchase of development rights program and the EPA Nine-Elements Plan for Owasco Lake. All of these projects will continue on schedule.

**The Planning Department is continuing work on the following projects:**

- 1) **Village of Moravia Comprehensive Plan (nearing completion)**
- 2) **Town of Moravia Comprehensive Plan (nearing completion)**
- 3) **Town of Cato Zoning Ordinance Update (nearing completion)**
- 4) **Town of Throop Comprehensive Plan and Zoning Ordinance Update (Comp. Plan underway)**
- 5) **Town of Scipio Zoning Ordinance Update (completed in December 2021)**
- 6) **Sterling Nature Center Facility & Trail Restoration Project (NYS REDI Grant)**
  - a) Construction Contracts are being executed and construction management of the project will be shifting to Director of County Parks and Trails, Doug Dello Stritto, with assistance and coordination by Planning Staff.
- 7) **Erie Canal Re-watering Project with Town of Brutus (Phase II underway)**

- a) A public information session was held in mid-November at Weedsport High School and the Phase II contract has been awarded to Bergmann Associates as project lead. Survey subcontractors have been conducting extensive site surveys of the project area in December – an essential first step in the engineering and design phase.
- 8) **Emerson Park-Deauville Island Destination Playground & Concert Amphitheater Project**
- a) The department submitted a 2021 NYS Consolidated Funding Application (“CFA” Grant) seeking \$430K in NYS Parks Funding for preparation of detail design and construction documents for the Emerson Park/Deauville Island Playground and Central Concession and Restroom pavilion. Unfortunately, the state did not award the grant. Staff will be contacting the state parks grant representative to review the grant and opportunities for resubmission or the realignment of our Emerson Park grant submissions.
- 9) **Owasco Flats Phase II Wetland Basin Construction (Monitoring and Site Management)**
- a) The following annual reports were submitted 12/21 to NYSDEC Fisheries Bureau and the Monitoring Section of the U.S. Army Corp of Engineers as required under the project’s construction permits: Annual Water Level Monitoring Report; Annual Water Quality Sampling Report. And Annual Fish Report.
- 10) **Finalizing & Closing NYS Clean Energy Communities Grant Program Projects (Jail Lighting)**
- a) The Jail Lighting Project (budget of ~\$90K – 100% grant funded) is being managed by the Supervisor of Buildings & Grounds under Gary Duckett. Supply chain issues with lighting/electrical equipment have delayed the project slightly. The contractor and coordinating county staff are prepared to finalize the project as soon as equipment and materials are delivered.
- 11) **Cayuga County Local Solid Waste Management Plan Update (project temporarily paused due to Planner vacancy as noted above)**
- 12) **Town of Victory Ag & Farmland Protection Plan (nearing completion)**
- 13) **Town of Conquest Comprehensive Plan (recently started)**
- 14) **Fair Haven-Sterling Local Waterfront Revitalization Plan**
- 15) **Village of Cayuga Local Waterfront Revitalization Plan**
- 16) **Cayuga County Planning Board Training Series (ongoing)**
- 17) **Owasco Lake Watershed Nine-Element Plan (nearing completion - 2022)**
- 18) **Department Staff are on the Steering Committee for City of Auburn Drinking Water Source Protection Plan for Owasco Lake (City of Auburn 2021 Grant)**
- 19) **Staff to Cayuga County Water Quality Management Agency (WQMA; ongoing)**
- 20) **Management and Administration of Cayuga County’s Finger Lakes-Lake Ontario Watershed Protection Alliance (FOLLOWPA) Grant Program (ongoing)**
- 21) **2022 Household Hazardous Waste Program Event Planning (Request for Bids going out)**
- 22) **Planning Department Work with Health Department Planning**
- 23) **Cayuga County Farmland Purchase of Development Rights Program Pre-Applications**
- 24) **Steering Committee for New York State “Coastal Lakeshore Economy and Resiliency” Plan (nearing completion)**
- 25) **Sanctuary Advisory Committee for NOAA Lake Ontario National Marine Sanctuary (ongoing)**
- 26) **Advisory Committee for NYS Reimagine the Canals project at Cayuga Lake Lock #1 (Cayuga Whitewater Park Project – recently started).**

*Planning Director can provide additional details on any of these projects upon request.*

## **Kelly King (Employment & Training) – Career Services**

- o 162 customers served in person this month- consistent with 167 in person last month
- o Virtual appointments and services continue by request and as needed.

### **DSS Program Update (JOBS Program)**

- o 163 DSS/JOBS customers served this month (Family Assistance, Safety Net, and Non-Employable)
- o 130 Active DSS employable job seekers
- o 33 new DSS employment plans developed
- o 4 Job Readiness Classes/Trainings administered every week in person
- o 9 addition DSS customers transitioned off of temporary assistance to suitable employment this month

### **WIOA/TAA ITAs (Adults & Dislocated Worker)**

- o 9 Adult/DW customers enrolled in training with an ITA (Individual Training Account)
- o 3 LPN Cayuga Onondaga BOCES
- o 1 LPN Wayne Finger Lakes BOCES
- o 2 CDL A Cayuga Onondaga BOCES
- o 2 CASAC-T Cayuga Community College
- o 1 Culinary Arts Cayuga Onondaga BOCES (TAA)
- o 1 customer pending for Horticulture Program @ Tompkins Community College (TAA)

## **Youth Program**

- 5 youth enrolled in Paid Work Experience Program (2 WIOA;3 FFFS)
- 2 youth enrolled in ITA training (Welding OCM BOCES) (WIOA)
- 2 youth pending
- Additional youth served for general career services

## **Business Services**

- 230 new Job Orders listed with the New York State Department of Labor/matching/referrals provided
- Healthcare and Human Services showing the most need based on Job Order listings
- On Site Recruitments- Loretto; Auburn Dealerships/Fox expressed interest in recruitment services
- Cayuga Centers expressed interest in more Facebook advertising for them and job postings/ recruitments. They also participated in the virtual job fair last month
- Dumond Farms reached out for business services and job order listing information

## **Additional Updates**

- CDL shortage and addressing employer needs for training- Village of Fair Haven; Cayuga County Highway Department
- Uptick in interest for CNA training- partnership with Loretto to establish a pipeline for referrals to E&T for WIOA funding
- Youth program is continuing to have growth
- Collaboration with CEDA, BOCES, and CCC regarding virtual tour/video tours of Cayuga County businesses to increase industry exposure and business services etc.
- Final report and results for E&T Monitoring/Audit review were favorable- no sanctions and positive feedback was provided to staff

## **Danielle Szabo (CEDA) –**

- Metric Snapshot through December 13, 2021:
  - Existing businesses assisted: 118
  - Entrepreneurs assisted: 66
  - See supplemental document for additional metrics and economic indicators.
- The unemployment rate in Cayuga County has been below that of Central NY for the months of January through October.
- NYS released the CFA award list. Total award amount granted to Cayuga County projects was \$1,409,372. CEDA assisted with 6 of the 17 applications submitted. ESD Grant funds remains open, and applications are being reviewed on an on-going basis until funds are exhausted. Next application deadline is December 31, 2021.
- The CEO job description has been posted and the search committee is now accepting resumes & cover letters through January 25, 2022.
- Ms. Symes attended the NYSEDC Fall IDA Academy. Workshops covered the tax assessment model for wind & solar energy projects, cost benefit analysis tools for IDAs, IDA impact analysis and how it will help guide advocacy and policy efforts in 2022
- Ms. Szabo has been working on a grant application in collaboration with workforce partners for the EDA's American Rescue Plan Good Jobs Challenge. If awarded, funding would be used to develop industry partnerships and a countywide workforce ecosystem.
- Rudolph's Sugar Shack had a ribbon cutting on December 17. Rudolph's is the fourth completed Downtown Revitalization Initiative project of 2021.
- Loans assisted with in 2021
  - FEAST Kitchen
  - Auburn Vacuum Forming
  - New Age Renewable Energy
  - Speedy Shuttle
  - Quilts by Commission
- IDA projects assisted with in 2021
  - Mack Studio expansion
  - Currier Plastic expansion
  - Global Common Energy project at Spruce Haven
- New businesses opened in 2021 assisted by CEDA
  - Get Worked Bait
  - EMR Lot Clearing
  - Speedy Shuttle Service
  - MacGill's Custom Restoration
  - Dependable Booking
  - Rudolph's Sugar Shack

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

- The Cayuga County Soil and Water Conservation District would like to thank the Cayuga County Legislature for your support of our program. We will continue our mission to enhance and protect the natural resources of Cayuga County through "hands on" implementation of best management practices.

**AGRICULTURAL TECHNICAL ASSISTANCE:**

- Cayuga SWCD Staff are processing Soil Group Worksheets for Agricultural Assessments, in preparation for the Town Assessors March 1, 2022 deadline. Agricultural properties in all the towns, and even the City of Auburn, are required to have a current soil group worksheet in order to qualify for an agricultural exemption.
- Cayuga SWCD Staff completed a site visit and followed up with a landowner with regards to a NYS DEC manure incident.
- Cayuga SWCD are working with several landowners on farm plan updates and reviews.
- Cayuga SWCD continue to complete the closeout process on several grant funded projects completed in the past few months.

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

- Cayuga SWCD Staff, working alongside the County Highway Department, completed approximately 1,300 feet of roadbank stabilization on Scipio-Fleming Townline Road.
- Cayuga SWCD Staff continued the process of evaluating culverts throughout portions of the Owasco Lake Watershed utilizing the North Atlantic Aquatic Connectivity Collaborative (NAACC) protocol.
- Cayuga SWCD Staff began emergency repair work to a section of Hemlock Creek in the Town of Locke, in an effort to minimize future potential flooding impacts.

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

- The Cayuga SWCD has been notified by the NYS Department of Environmental Conservation that six proposals submitted through the 2021 Consolidated Funding Application (CFA) has been funded. They include:
  - o \$29,372 in state funding was awarded to assess road/stream culvert crossings in the Cayuga, Little Sodus Bay and Skaneateles Lake Watersheds.
  - o \$600,000 in state funding was awarded to evaluate 72 firelanes and private roadways surrounding Owasco Lake and install erosion and sediment control practices where needed.
  - o \$400,000 in state funding was awarded to work with local Highway Departments to identify and stabilize 10 miles of road ditches using erosion control BMPs and 100 miles of road ditches via hydroseeding.
  - o \$200,000 in state funding was awarded to reduce stormwater runoff by installing stormwater BMPs.

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

- The Cayuga SWCD is working with the Cayuga Recycles Program (through the Cayuga County Planning Department) and Cornell Cooperative Extension of Cayuga County to sponsor the Annual "Trade-A-Tree" program in Cayuga County. County residents are encouraged to bring in their real Christmas tree after the holidays, and we will give you a certificate for a tree seedling to be picked up in the spring! Recycled trees will be chipped into mulch to be used on various projects, rather than taking up space in landfills. A White Spruce seedling will be given out to anyone who redeems their certificate on May 13, 2022, at the Annual Conservation District Tree & Shrub Sale. Tree drop off dates include weekdays (excluding holidays) from December 27<sup>th</sup> to January 14<sup>th</sup>, between 8 AM and 3:30 PM.
- The Cayuga SWCD, in partnership with the Tompkins County SWCD, the Nature Conservancy and Evidn are offering a Soil Health Barn Meeting on Wednesday, January 12, 2022 from 11 AM to 1:30 PM at Sunnyside Farms. Topics will include an introduction to the *Our Owasco Project*, a discussion about how to read your soil and options for cover cropping/double cropping. Space is limited, please RSVP with Jason or Tyler at the Cayuga County SWCD office.

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

- o For 2022, one of CCE Cayuga's goals is to expand the 4-H program, especially with youth and families who have not participated in 4-H before. There will be new clubs/activities focused on horticulture, the environment, and science and technology.
- o The Auburn Wegmans is now a vendor for the Fruit and Vegetable Rx Program, offering an additional location for program participants to redeem vouchers for fresh fruits and vegetables.
- o CCE Cayuga is going to be offering both in-person and online programs for the next several months. It is our hope to have as many programs as possible in-person.
- o Farmers are being impacted by some of the same supply chain issues that have been felt by other areas of the economy. There are tight supplies and rising costs for agricultural inputs, and those costs have risen faster than price received by farmers.

**Karen Kuhl (Tourism) –**

**RESOLUTIONS:**

**PLANNING:**

1-22-PL-1 AUTHORIZING THE FILING OF APPLICATIONS FOR STATE ASSISTANCE FROM THE HOUSEHOLD HAZARDOUS WASTE (HHW) STATE ASSISTANCE PROGRAM, SIGNING OF THE ASSOCIATED STATE CONTRACTS AND AUTHORIZING CIRCULATION OF BIDS FOR HHW/ELECTRONICS RECYCLING VENDOR SERVICES

**ADJOURNMENT: Tuesday, February 8, 2022 – to follow Public Works (This could change with new Chair)**

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.

**CAYUGA COUNTY LEGISLATURE**  
**160 Genesee Street, 6<sup>th</sup> 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)** 01/01/22 to 12/31/24

**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:** Raymond Lockwood Jr.

**Address:** 1877 State Route 326, Auburn, NY 13021

**This appointment is recommended by:** Doug Kierst, Executive Director

Jon Patterson, Chairman Cayuga County Farm Bureau

**Vocation of Prospective Appointee:** Agricultural Producer, Small Business Owner

**Please provide a brief sketch of the proposed appointee(s) background (education, outside interests, etc.)** Mr. Lockwood serves on the Cayuga SWCD Board of Directors as the County Farm Bureau Representative. He is a past President of Cayuga County Farm Bureau. He has practical experience and knowledge of environmental and natural resource best management practices. His previous experience as an elected official and farm operation owner is an additional asset to the Cayuga SWCD.

**CAYUGA COUNTY LEGISLATURE**  
**160 Genesee Street, 6<sup>th</sup> 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)** 01/01/22 to 12/31/24

**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:** James Young

**Address:** 6065 Bluefield Road, Auburn, NY 13021

**This appointment is recommended by:** Doug Kierst, Executive Director

Ray Lockwood Jr., Chairman -Cayuga County SWCD

**Vocation of Prospective Appointee:** Retired Agricultural Producer, Small Business Owner

**Please provide a brief sketch of the proposed appointee(s) background (education, outside interests, etc.)** Mr. Young serves on the Cayuga SWCD Board of Directors as the Member At Large. His past role as a Town Supervisor and Council Member are an asset to the SWCD. He has practical experience and knowledge of environmental and natural resource best management practices. He previously served on the County Water Quality Management Agency as the Cayuga Lake Representative and his experience in water quality related issues is beneficial to the SWCD.

**CAYUGA COUNTY LEGISLATURE  
160 Genesee Street, 6<sup>th</sup> Floor  
Auburn, NY 13021**

**COUNTY OF CAYUGA  
REQUEST FOR APPOINTMENT FORM**

**Requested Appointment To:** Cayuga County Planning Board  
Representative from the Town of Ira

**Length of Term: (Start date and End date, not just years) 1/26/22 – Continuous**  
(In accordance with Cayuga County Legislature Resolution no. 507 of 1996, members serve  
Until a new nomination is submitted by the municipality that they represent.)

**New Term? Unexpired Term?**

**Name of person previously in this position:** Slade Cox

**Is this a compensated position?** No

**Is this a new appointment?** Yes      **Reappointment?**      **If so, how long have they served?**

**Describe briefly the duties required of the proposed appointee.**

Participate in activities of the Cayuga County Planning Board:  
Meet several times a year to

- Share the concerns, questions and projects from each community,
- Learn from the experiences of other towns and villages in the county, and
- Learn about countywide projects

**Name of Recommended Appointee:** Bonnie Borowiec  
**Address:** 12400 Watkins Road  
Cato, NY 13033

**This appointment is recommended by:** Slade Cox, Supervisor, Town of Ira  
(In accordance with Cayuga County Legislature Resolution no. 243 of 1992, members are  
nominated by the Chief Executive Officer of each municipality in the county. Nominations  
are made to the Chairman of the Cayuga County Legislature who may accept the nomination  
or reject it and request a new nomination.)

**Vocation of Prospective Appointee:** N/A

**Please provide a brief sketch of the proposed appointee(s) background (education, outside  
interests, etc.)** Town of Ira Planning Board Chair

**Revised 10-10-18**



**CAYUGA COUNTY LEGISLATURE**  
**160 Genesee Street, 6<sup>th</sup> Floor**  
**Auburn, NY 13021**

**COUNTY OF CAYUGA**  
**REQUEST FOR APPOINTMENT FORM**

**Requested Appointment To:** Cayuga County Planning Board  
Representative from the Town of Niles

**Length of Term: (Start date and End date, not just years) 1/26/22 – Continuous**  
(In accordance with Cayuga County Legislature Resolution no. 507 of 1996, members serve  
Until a new nomination is submitted by the municipality that they represent.)

**New Term?** **Unexpired Term?**

**Name of person previously in this position:** Tamara Severnson

**Is this a compensated position?** No

**Is this a new appointment?** Yes **Reappointment?** **If so, how long have they served?**

**Describe briefly the duties required of the proposed appointee.**

Participate in activities of the Cayuga County Planning Board:  
Meet several times a year to

- Share the concerns, questions and projects from each community,
- Learn from the experiences of other towns and villages in the county, and
- Learn about countywide projects

**Name of Recommended Appointee:** Lorie DeWitt-Antilla  
**Address:** 3697 Old Salt Road  
Moravia, NY 13118

**This appointment is recommended by:** Joan Jayne, Supervisor, Town of Niles  
(In accordance with Cayuga County Legislature Resolution no. 243 of 1992, members are  
nominated by the Chief Executive Officer of each municipality in the county. Nominations  
are made to the Chairman of the Cayuga County Legislature who may accept the nomination  
or reject it and request a new nomination.)

**Vocation of Prospective Appointee:** N/A

**Please provide a brief sketch of the proposed appointee(s) background (education, outside  
interests, etc.)** Town of Niles Planning Board, Board of Appeal and Board of Assessment Review

**Revised 10-10-18**

**CAYUGA COUNTY LEGISLATURE**  
**160 Genesee Street, 6<sup>th</sup> Floor**  
**Auburn, NY 13021**

**COUNTY OF CAYUGA**  
**REQUEST FOR APPOINTMENT FORM**

**Requested Appointment To:** Cayuga County Planning Board  
Representative from the Village of Cato

**Length of Term: (Start date and End date, not just years) 1/26/22 – Continuous**  
(In accordance with Cayuga County Legislature Resolution no. 507 of 1996, members serve  
Until a new nomination is submitted by the municipality that they represent.)

**New Term?** **Unexpired Term?**

**Name of person previously in this position:** Randall Frech

**Is this a compensated position?** No

**Is this a new appointment?** Yes **Reappointment?** **If so, how long have they served?**

**Describe briefly the duties required of the proposed appointee.**

Participate in activities of the Cayuga County Planning Board:  
Meet several times a year to

- Share the concerns, questions and projects from each community,
- Learn from the experiences of other towns and villages in the county, and
- Learn about countywide projects

**Name of Recommended Appointee:** Don Gleason  
**Address:** 11343 South Street  
Cato, NY 13033

**This appointment is recommended by:** Carl Lincoln, Mayor, Village of Cato  
(In accordance with Cayuga County Legislature Resolution no. 243 of 1992, members are  
nominated by the Chief Executive Officer of each municipality in the county. Nominations  
are made to the Chairman of the Cayuga County Legislature who may accept the nomination  
or reject it and request a new nomination.)

**Vocation of Prospective Appointee:** N/A

**Please provide a brief sketch of the proposed appointee(s) background (education, outside  
interests, etc.)** Village of Cato Land Use Board Chair

**CAYUGA COUNTY LEGISLATURE**  
**160 Genesee Street, 6<sup>th</sup> Floor**  
**Auburn, NY 13021**

**COUNTY OF CAYUGA**  
**REQUEST FOR APPOINTMENT FORM**

**Requested Appointment To:** Cayuga County Planning Board  
Representative from the Town of Mentz

**Length of Term: (Start date and End date, not just years)** 1/26/22 – Continuous  
(In accordance with Cayuga County Legislature Resolution no. 507 of 1996, members serve  
Until a new nomination is submitted by the municipality that they represent.)

**New Term?** **Unexpired Term?**

**Name of person previously in this position:** David Denman

**Is this a compensated position?** No

**Is this a new appointment?** Yes **Reappointment?** **If so, how long have they served?**

**Describe briefly the duties required of the proposed appointee.**

Participate in activities of the Cayuga County Planning Board:  
Meet several times a year to

- Share the concerns, questions and projects from each community,
- Learn from the experiences of other towns and villages in the county, and
- Learn about countywide projects

**Name of Recommended Appointee:** Matthias Mullins  
**Address:** 22 Shotwell Street  
Port Byron, NY 13140

**This appointment is recommended by:** Richard Nielens, Jr., Supervisor, Town of Mentz  
(In accordance with Cayuga County Legislature Resolution no. 243 of 1992, members are  
nominated by the Chief Executive Officer of each municipality in the county. Nominations  
are made to the Chairman of the Cayuga County Legislature who may accept the nomination  
or reject it and request a new nomination.)

**Vocation of Prospective Appointee:** N/A

**Please provide a brief sketch of the proposed appointee(s) background (education, outside  
interests, etc.)** Town of Mentz Planning Board

**CAYUGA COUNTY LEGISLATURE**  
**160 Genesee Street, 6<sup>th</sup> Floor**  
**Auburn, NY 13021**

**COUNTY OF CAYUGA**  
**REQUEST FOR APPOINTMENT FORM**

**Requested Appointment To:** Cayuga County Planning Board  
Representative from the Town of Genoa

**Length of Term: (Start date and End date, not just years)** 1/26/22 – Continuous  
(In accordance with Cayuga County Legislature Resolution no. 507 of 1996, members serve  
Until a new nomination is submitted by the municipality that they represent.)

**New Term?** **Unexpired Term?**

**Name of person previously in this position:** John Berry

**Is this a compensated position?** No

**Is this a new appointment?** Yes **Reappointment?** **If so, how long have they served?**

**Describe briefly the duties required of the proposed appointee.**

Participate in activities of the Cayuga County Planning Board:

Meet several times a year to

- Share the concerns, questions and projects from each community,
- Learn from the experiences of other towns and villages in the county, and
- Learn about countywide projects

**Name of Recommended Appointee:** Anton Parseghian

**Address:** 294 Lake Road  
King Ferry, NY 13081

**This appointment is recommended by:** Lorie Sellen-Gross, Supervisor, Town of Genoa  
(In accordance with Cayuga County Legislature Resolution no. 243 of 1992, members are  
nominated by the Chief Executive Officer of each municipality in the county. Nominations  
are made to the Chairman of the Cayuga County Legislature who may accept the nomination  
or reject it and request a new nomination.)

**Vocation of Prospective Appointee:** N/A

**Please provide a brief sketch of the proposed appointee(s) background (education, outside  
interests, etc.)** Town of Genoa Variance Board

**Revised 10-10-18**

RESOLUTION NO. \_\_\_\_\_ 1-25-22

PB HHWGRANT-RFP 2021-2022 rev

**AUTHORIZING THE FILING OF APPLICATIONS FOR STATE ASSISTANCE FROM THE HOUSEHOLD HAZARDOUS WASTE (HHW) STATE ASSISTANCE PROGRAM, SIGNING OF THE ASSOCIATED STATE CONTRACTS AND AUTHORIZING CIRCULATION OF BIDS FOR HHW/ELECTRONICS RECYCLING VENDOR SERVICES**

By: Hon. Aileen McNabb-Coleman, Chair, Planning and Economic Development Committee  
 Hon. Hans Pecher, Chair, Ways and Means Committee

**WHEREAS**, the State of New York provides financial aid for household hazardous waste and electronics recycling programs and the application window for 2021 reimbursements is January to February, 2022; and

**WHEREAS**, the County of Cayuga, herein called the MUNICIPALITY, has examined and duly considered the applicable laws of the State of New York and the MUNICIPALITY deems it to be in the public interest and benefit to file applications for these funds; and

**WHEREAS**, it is necessary that Contracts by and between THE PEOPLE OF THE STATE OF NEW YORK, herein called the STATE, and the MUNICIPALITY be executed for such STATE Aid; and

**WHEREAS**, the County will circulate a Request for Bids for professional services to select a qualified vendor for current and future HHW Recycling Events;

**NOW, THEREFORE, BE IT RESOLVED** by the Legislature of the County of Cayuga:

1. That the filing of such applications in the form required by the State of New York in conformity with the applicable laws of the State of New York including all understanding and assurances contained in said applications is hereby authorized; and
2. That the Chair of the Legislature, or the Chair's designee, is directed and authorized as the official representative of the MUNICIPALITY to act in connection with these applications and to provide such additional information as may be required and the Chair is hereby authorized to sign the resulting contracts if said applications are approved by the STATE, upon review and approval as to form by the County Attorney's Office; and
3. That the Chair of the Legislature, or the Chair's designee, is hereby authorized and directed to sign such documents as may be necessary to receive reimbursement for the 2021 HHW programs, upon review and approval as to form by the County Attorney's Office, and to implement the HHW projects in 2022 so long as costs do not exceed the available budget in Planning Department line item A80204 54164 (Special Programs); and
4. That the Department of Planning and Economic Development is authorized to circulate a Request for Bids for professional services to select a qualified vendor for current and future HHW Recycling Events in 2022; and
5. That the Cayuga County Finance Director is hereby authorized to make the journal and accounting entries necessary to accomplish the same; and
6. That this resolution shall take effect immediately.

**2021 CEDA Workplan Progress**

As of: 12/13/2021

**BUSINESS RETENTION AND EXPANSION (BR & E)**

| <b>Activity/Output</b>   | <b>Goal</b>               | <b>Actual YTD</b> | <b>2020</b>      |
|--|---------------------------|-------------------|------------------|
| Existing business engaged  | 80 (incl. 10 unique)      | 118 (23 unique)   | 118 (27 unique)  |
| Identify growth opportunities  | 10                        | 16                | 10               |
| Business to Business connections   | 10                        | 34                | 17               |
| Direct assistance to businesses submitting CFAs  | 4 CFAs submitted          |                   | No CFA in 2020   |
| Loan assistance  | 2 loans closed            | 5 approved        | 2 Closed         |
| FEAST Kitchen (Auburn), Auburn Vacuum Forming (Auburn), New Age Renewable Energy (King Ferry), Speedy Shuttle (Auburn)*, Quilts by Commission (Auburn) |                           |                   |                  |
| IDA assistance   | 4 small projects / 2 full | 2 full / 1 small  | 5 full / 4 small |
| Mack Studios expansion, Currier Plastics expansion, Global Common Energy @ Spruce Haven  |                           |                   |                  |
| Resource referrals   | 30                        | 129               | 97               |
|  |                           |                   |                  |
| <b>Outcomes</b>  | <b>Goal</b>               | <b>Actual YTD</b> | <b>2020</b>      |
| Private Investment   | \$18m                     | \$32,593,950      | \$75.15m         |
| Incentives/loans   | \$3m                      | \$4,048,828       | \$ 6.76m         |
| Jobs retained  | 100                       | 240               | 291              |
| Jobs to be created   | 100 anticipated           | 61                | 275              |

*\*outcomes data tracked under attraction & start up section*

**ATTRACTION & START UP**

| <b>Activity/Output</b>  | <b>Goal</b> | <b>Actual YTD</b> | <b>2020</b>         |
|---|-------------|-------------------|---------------------|
| Entrepreneur assistance   | 65          | 66                | 52                  |
| Identify attraction leads   | 12          | 16                | 14                  |
| B2B/Site connections  | 10          | 10                | 10                  |
| Resource Referrals  | 20          | 33                | 21                  |
| New business open   | 15          | 6                 | 15 (100% survival*) |
| Get Worked Bait (Auburn); EMR Lot Clearing (Auburn); Speedy Shuttle Service (Auburn); MacGill's Custom Restoration (Moravia), Dependable Booking (Auburn), Rudolph's Sugar Shack (Auburn) |             |                   |                     |
| <b>Outcomes</b>   | <b>Goal</b> | <b>Actual YTD</b> | <b>2020</b>         |
| Private Investment  | \$4m        | \$521,500         | \$40.9m             |
| Incentives/loans  | \$1m        | \$208,975         | \$8.1m              |
| Jobs created  | 30          | 9                 | 16                  |
| Regional/National leads responded to  | 10          | 12                | 14                  |

**2021 CEDA Workplan Progress**

As of: 12/13/2021

**MARKETING & PROMOTION**

| Activity/Output  | Goal   | Actual YTD  | 2020                                  |
|--|--|---|---------------------------------------|
| Develop promotional materials  | 2 marketing pieces   | 2   | 2 marketing pieces                    |
|  | 2 community narrative pieces   | 3   | 1 cmnty. narrative                    |
| Progress 2021, Auburn Place Brand, CEDA trifold, Colloca investor spotlight video, New Age Renewable investor spotlight video, DuMond Farms investor spotlight video |  |   |                                       |
| Increase quality of website visitation   | 2 average pages per session  | 1.50 (Nov)<br>-YTD 1.69%  | 1.55 (Dec)<br>-YTD 1.76               |
|  | 68% Bounce Rate  | 77.35% (Nov)<br>-YTD 77.04%   | 78.9% (Dec)<br>-YTD 78.06%            |
| Website Upgrades   | E.g.: Projects Page, Scorecard, Employer Services Directory  | Site Selectors page, Asset map, Events page, password protected section | New navigation, Updated landing pages |
| <b>Other 2021 Marketing and Outreach Activities</b>  |  |   |                                       |
| Informational Events   | Q&A regarding event and/or busines COVID guidelines (x3), Q&A regarding Restaurant Revitalization Fund, Q&A regarding NYS Small Business Recovery Grant, DRI application information sessions (x2), CFA Funding Forum, COGs for Creatives, Q&A regarding updates to COVID FIDL |   |                                       |
| Other Resources  | DRI Small Project Grant Fund - 11 projects approved  |   |                                       |
| Other Collaborative Efforts  | Shop Local campaign (Dec 2020-Jan 2021); Auburn Microenterprise Program  |   |                                       |

**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 |
|------|-----|------------------|----------------------|----------------------|----------------------|---------------|----------------------|
| 2021 | 2   | 1660             | -1.78%               | 24300                | 11.05%               | 13393         | 13.75%               |
| 2020 | 2   | 1,690            | 0.60%                | 21,883               | -15.38%              | \$11,774      | 2.47%                |
| 2019 | 2   | 1,680            | -2.55%               | 25,860               | -0.36%               | \$11,490      | 3.07%                |
| 2018 | 2   | 1,724            | -2.10%               | 25,953               | 0.46%                | \$11,148      | 5.01%                |
| 2017 | 2   | 1,761            | 0.00%                | 25,834               | -2.16%               | \$10,616      | 1.59%                |
| 2016 | 2   | 1,761            | -1.18%               | 26,404               | -0.60%               | \$10,450      | 0.36%                |
| 2015 | 2   | 1,782            | -2.68%               | 26,564               | -0.20%               | \$10,413      | 3.25%                |

\*Reporting Unit is an establishment, usually a single place of business, which is engaged in a

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

## 2021 CEDA Workplan Progress

As of: 12/13/2021

### CAYUGA COUNTY UNEMPLOYMENT RATE – NYS DOL

| Year | Jan  | Feb  | Mar  | Apr   | May   | Jun   | Jul   | Aug  | Sep  | Oct  | Nov  | Dec  | Annual Average |
|------|------|------|------|-------|-------|-------|-------|------|------|------|------|------|----------------|
| 2021 | 6.9% | 7.1% | 6.5% | 5.3%  | 4.7%  | 4.9%  | 5.1%  | 5.0% | 4.1% | 4.1% |      |      | 5.4%           |
| 2020 | 5.1% | 5.2% | 5.3% | 16.6% | 11.5% | 10.5% | 11.0% | 8.5% | 5.4% | 5.0% | 5.2% | 5.9% | 7.9%           |
| 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% | 6.0% | 5.5% | 4.7%  | 4.0%  | 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%  | 5.0% | 4.5% | 4.3% | 4.6% | 4.8% | 5.0%           |
| 2016 | 6.0% | 6.1% | 5.8% | 5.0%  | 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%  | 5.0%  | 5.0%  | 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% | 5.0% | 5.3% | 5.6% | 6.0%           |
| 2013 | 9.5% | 9.3% | 8.4% | 7.4%  | 6.9%  | 7.2%  | 7.0%  | 6.8% | 6.5% | 6.5% | 6.4% | 6.5% | 7.4%           |

### LABOR FORCE (1000s)– NYS DOL

| Year | Jan  | Feb  | Mar  | Apr  | May  | Jun  | Jul  | Aug  | Sep  | Oct  | Nov  | Dec  | Annual Average |
|------|------|------|------|------|------|------|------|------|------|------|------|------|----------------|
| 2021 | 35.6 | 35   | 34.5 | 33.7 | 33.8 | 34.9 | 34.9 | 34.8 | 34.7 | 34   |      |      | 34.6           |
| 2020 | 35.8 | 35.3 | 34.8 | 33.9 | 34.5 | 36.1 | 36.4 | 36   | 35.8 | 35.2 | 35.5 | 35.7 | 35.4           |
| 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             |
| 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             |
| 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   | 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           |



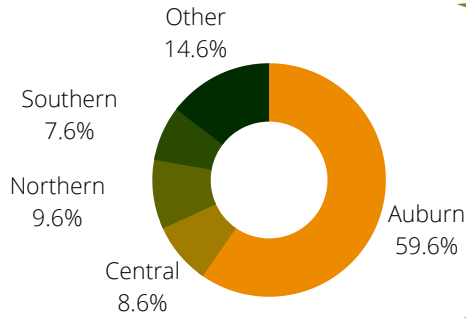
# Quarterly Report



## of Geographic and Financial Activities

CEDA

December 2021- Q4



### Engagement by Geography Businesses & Entrepreneurs

Through 12/30/2021

#### CBS Saturday Morning episode

In December, CEDA's Marketing Coordinator Devon Roblee joined Cayuga County CVB Executive Director Karen Kuhl on a tour of Cayuga Milk Ingredients and Spruce Haven Farm during a taping of a CBS Saturday Morning episode featuring the Finger Lakes dairy industry. The story will focus on how generational dairy farms are transitioning or changing the tradition of dairy farming in response to the rising popularity of plant-based milks. The episode is expected to air early in 2022. CEDA shared photos from the tours to its LinkedIn followers, and the post received over 3,200 "impressions" and 73 reactions from many high-level executives in the dairy, manufacturing and other key industries.



[www.cayugaeda.org](http://www.cayugaeda.org)

## Other Programming

### Small Business Development

In December CEDA's ARPA proposal for small business assistance was approved by the City Council of the City of Auburn. CEDA will receive \$500,000 in ARPA funds to administer the Small Business Support Program (SBSP). The SBSP will provide economic support grants to businesses located in the City of Auburn in the amount of \$20k - \$40k. CEDA is looking to launch the grant application process in February 2022.

### Economic Development & Attraction

Supply chain disruptions and labor shortages continue to impact the timelines of attraction and expansion projects in Cayuga County. Over 2021 several IDA projects have requested incentive extensions due to experiencing delays in material availability, postponed shipment, or labor challenges.

### Marketing

Year-over-year analytics for [cayugaeda.org](http://cayugaeda.org) show a 25% increase in visitors to the website. The website has seen an increase in engagement evidenced by an over 16% rise in Sessions and a decrease in Bounce Rate. CEDA's "Welcome Corporate Executives Page", which includes information about doing business in Cayuga County and links to our Featured Sites page, was the most visited page in 2021 viewed by Users from all over the world. This activity can be attributed to recent modifications/improvements and CEDA's digital advertising campaigns promoting Cayuga County as a great place to do business.

### CFA Update

NYS released the CFA award list. Total award amount granted to Cayuga County projects was \$1,409,372. CEDA continues to lend assistance to projects applying for ESD funding. Round 4 review is scheduled for Jan 20th, 2022.

## Summary of Revenues & Expenditures through 12/30/2021\*

### REVENUE

|                      |                  |
|----------------------|------------------|
| Cayuga County        | \$300,000        |
| <u>Other Revenue</u> | <u>\$38,790</u>  |
| <b>TOTAL</b>         | <b>\$338,790</b> |

### EXPENSES

|                                |                  |
|--------------------------------|------------------|
| Personnel & Related            | \$290,192        |
| General Operating              | \$35,723         |
| Program Expenses               | \$63,241         |
| Marketing Expenses             | \$13,180         |
| <u>Conferences &amp; Prof.</u> | <u>\$4,538</u>   |
| <u>Dev.</u>                    | <u>\$406,874</u> |
| <b>TOTAL</b>                   | <b>\$406,874</b> |

NET: \$(68,084)

\*preliminary, unaudited