



MINUTES
PLANNING & ECONOMIC DEVELOPMENT COMMITTEE
Tuesday, May 8, 2019, Chambers – 5:30PM

CALL TO ORDER: By Hon. Paul Pinckney, Chairman at 5:30 p.m.

MEMBERS: Legislators Keith Batman, Andy Dennison, Pat Mahunik, Aileen McNabb-Coleman, Charlie Ripley (Vice Chair), and Ben Vitale

EXCUSED: Legislator Andy Dennison

OTHERS: Chairman Tucker Whitman, Legislators, Christopher Petrus, Paul Pinckney, Aileen McNabb-Coleman, Joseph DeForest, Joseph Bennett, Elane Daly, Patrick Mahunik, Ryan Foley, County Administrator Justin J. Woods, County Attorney Christopher Palermo, Ann Kubarek, Director Employment and Training, Doug Kierst, Director Soil and Water District, Tracy Verrier, Director Cayuga Economic Development Agency(CEDA), Ron Kuck, Interim Cornell Cooperative Agriculture Educator, Cayuga County 9-1-1 Administrator Denise Spingler, Sheriff Brian Schenck, Planning and Economic Development Director Stephen Lynch, Director, Administrative Assistant, Suzanne Gauthier, Tricia Kerr, Ryan Franklin, The Citizen

MINUTES TO APPROVE: Charlie Ripley motioned to approve the minutes of April 10, 2019, 2nd by Aileen McNabb-Coleman. All members present voted in favor, passed.

APPOINTMENTS: None

DEPARTMENT UPDATES FOR COMMITTEE:

- **Ann Kubarek (Employment & Training)**
 - ❖ Workforce Development 101 for Employers will be held on May 21st at Cayuga Community College. CEDA in partnership with Cayuga Works and the Cayuga Community College will provide employers in the area with the various workforce services and programs available. The workshop will also present information on the New York State \$175 M grant from Empire State Development for workforce training opportunities.
 - ❖ State of the Workforce Report (Labor Market Snapshot for NYS) compiled by the New York Association of Training and Employment (NYATEP) was distributed to the committee – can be downloaded at:
<https://www.nyatep.org/state-of-the-workforce>
- **Tracy Verrier (CEDA)**

Additional Updates:

- ❖ International Economic Development Week – May 6 – May 11. The International Economic Development Council sponsored opportunity for local economic development agencies to increase their awareness of programs that create jobs, advance career development opportunities and increase the quality of life in communities. CEDA has posted relevant videos on their websites and other social media sites to highlight this week.
- ❖ Three applications have been submitted to the Auburn Industrial Development Authority.

Reported Updates:

- The Round 9 Consolidated Funding Application (CFA) Resource Guide has been released. This guide outlines what State funding is available this year through the CFA process, including grant funding and tax credits for business development, arts and cultural initiatives and facilities, parks and heritage projects, infrastructure, etc. The Resource Guide, along with other Round 9 documents, can be found at this website:
<https://regionalcouncils.ny.gov/>.
- NYSERDA has a new funding program in the CFA with \$15m for a Commercial and Industrial Carbon Challenge. Awards are based on a projected carbon savings goal. Awards of \$500,000 to \$5m will be granted for energy efficiency improvements, on-site renewable energy systems, ground-source or air-source heat

pumps, battery storage, or other similar technologies that will result in a ratio of \$22/mtCO₂e saved or better. Up to 70% of the overall award will be made available as project costs are incurred. The remaining funds will be disbursed after measurement and verification (M&V) by a third-party evaluator to determine the actual carbon savings. The remaining funds will be adjusted based on what percentage of the carbon savings goal was realized. Projects resulting in a carbon savings of at least 90% of the goal will receive all of the remaining funds (less than 70% of the goal will receive no additional funds, 70-80% of the goal will receive 50% of the remaining funds, and 80-90% of the goal will receive 75% of the remaining funds).

- Example from guidebook: “A selected participant is granted a \$2.5 million award and has pledged to save 200,000 mtCO₂e. The awardee incurs \$3.75 million in eligible expenses, however, is only granted \$1.75 million pending M&V (70% of the \$2.5 million award). M&V reveals a total carbon savings of 170,000 mtCO₂e, 85% of the goal. As such, NYSERDA remits 75% of the remaining funding, \$562k, with a total funding amount of roughly \$2.3 million.”

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

- Doug reported have been hydro-seeding where they are able; the additional grant funding and match will cover the hydro-seeds needs this season. County municipalities can contact Soil and Water with their hydro-seeding projects.

- **Catherine Moran (Cornell Cooperative Extension)**

- Ron Kuck, PT Interim Agriculture Educator, stated six- eight applications are currently being reviewed for the permanent Agriculture Educator position. Mr. Kuck has been gathering information as to what the agricultural needs of the County are based on the Ag and livestock commodities. Due to the importance of water quality issues with the County, CCE has been working with Cornell University with one aspect of their Dairy Acceleration Program. The program promotes the development or update of Comprehensive Nutrient Management Plans (CNMP): assistance for farms with under 300 cows to establish a new nutrient management program together and dairy farms over 700 to update their existing CNMP plan.

- **Karen Kuhl (Tourism) nothing to report**

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

Additional Updates:

❖ Staff will be working on five or six Consolidated Funding Applications on behalf of projects within the Towns, Villages and County Parks.

RESOLUTIONS:

5-19-PL-1 Authorization to fill the position of Senior Planner within the Department of Planning & Economic Development through the promotion of incumbent Planner.

Charlie Ripley motioned to approve and move resolution 5-19-PL-1, 2nd by Pat Mahunik.

Discussion: Legislator Foley inquired as to why leaving the position vacant as opposed to abolishing the current Planner position. Director Lynch explained that due to probable staff retirement plans in the next few years, leaving the Planner position available will assist in transition planning for the department. The department will need come to the Legislature for permission to hire if needed.

All members present voted in favor, passed.

5-19-PL-2 Authorizing the Department of Planning & Economic Development to contract with other Cayuga County Municipalities, Departments & Agencies to Provide Planning Services.

Director Lynch described the resolution as a policy guideline for doing professional services agreements with the County’s Towns or Villages to write or assist with grant applications and other planning services. The cost to the County would be the use of Planning staff; with reimbursement of a portion of that time from the municipality.

Aileen McNabb-Coleman motioned to approve and move resolution 5-19-PL- 2, 2nd by Charlie Ripley.

Discussion: Legislature Batman asked to place a dollar limit on the agreement prior to bringing to Ways and Means. Legislator Foley inquired whether the amount of in-kind services are provided for the projects. Director Lynch stated

staff codes are assigned to each project with their time and reimbursements associated with the projects. Staff is able to evaluate comparison as to what the outside markets would charge the municipality for the work. The County's present policy has been to request reimbursement of Planning staff for half the cost of their services. Legislator Foley would like to track the amount of monies the County saves the municipalities instead of going to outside vendors for their planning services. Legislature Batman and Ripley feels the amount of hours spent on the projects is a fair marker on how to quantify the services provided. Legislator Daly asked whether there are times when Planning has not been able to assist a municipality when approached with a project. Director Lynch stated certain projects may have to be pushed out to another time, especially during CFA grant writing time, due to staff time constraints. All members present voted in favor, passed.

Reported Updates:

- Owasco Lake Watershed Rules and Regulations Update.
 - Stakeholder Meetings were held April 8 and 9 for Lake Association/Lakeshore Owners and Agriculture, respectively and both meetings were well attended and resulted in thoughtful and constructive feedback and input.
 - General Public Meetings are scheduled for May 15 and 16 at BOCES and the Moravia HS Auditorium respectively. These meetings also begin at 6:30 PM.
 - Following Stakeholder/Public Input, the draft document, along with a summary of the public input received, will be presented to the Auburn City Council and Owasco Town Board and other elected officials (we are recommending a joint municipal meeting, likely in June).
- CCPUSA Strategic Plan for Organization & Operations: The County has allocated up to \$80K in Clean Energy Community (CEC) Grant Funds for the CCPUSA Strategic Plan. Consultant proposals have been received and the review process will take place in May. We anticipate a June Legislative Resolution authorizing award of contract to a preferred consultant.
- The Planning Department is submitting a competitive application for grant funding through the Northern Borders Regional Commission (NBRC), a unique federal community development funding opportunity for twenty-eight of New York's upstate counties. Cayuga County is eligible as a distressed county, meaning we have the lowest match requirement: 20% and the maximum grant award is \$500,000. The Grant Application will be for preparation of Engineering/Architectural Bid Documents for the new Nature Center facility at Sterling Nature Center.
- The Planning Department is working with the County Parks & Trails Division to position two (2) grant opportunities for Emerson Park that will be due in July under the Consolidated Funding Application process. Planning and Parks will be seeking legislature authorization to submit the grant applications in June and will outline the scope of work and likely county commitments at that time.

ADJOURNMENT:

Ben Vitale motioned to adjourn the Planning and Economic Development Committee meeting at 5:54 p.m., 2nd by Charlie Ripley. All members present voted in favor of the motion, passed.

Next Planning and Economic Development Committee Meeting is scheduled for June 12, 2019 at 5:30 p.m., at the Cayuga County Office Building, Sixth Floor County Chambers, 160 Genesee Street, Auburn, New York 13021

ADJOURNMENT: Tuesday, June 11, 2019 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.