



**MINUTES  
PLANNING & ECONOMIC DEVELOPMENT COMMITTEE  
Wednesday, June 12, 2019, Chambers – 5:30PM**

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

**MEMBERS:** Legislators Pat Mahunik, Aileen McNabb-Coleman, Charlie Ripley (Vice Chair), and Ben Vitale

**EXCUSED:** Keith Batman, Andy Dennison

**OTHERS:** Chairman Tucker Whitman, Legislators, Christopher Petrus, Aileen McNabb-Coleman, Joseph DeForest, Joseph Bennett, Elane Daly, Michael Didio, Ryan Foley, County Attorney Christopher Palermo, Lloyd Hoskins, Director Assigned Council/Youth Bureau, Ann Kubarek, Director Employment and Training, Doug Kierst, Director Soil and Water District, Tracy Verrier, Director Cayuga Economic Development Agency(CEDA), Catherine Moran, Interim Executive Director Cornell Cooperative, Denise Spingler, Cayuga County 9-1-1 Administrator, Detective Lt. Frederick Cornelius, David Gardner, Director Public Works, Stephen Lynch, Director, Suzanne Gauthier, Administrative Assistant, Planning and Economic Development, Tricia Kerr, Ryan Franklin, The Citizen

**MINUTES TO APPROVE: May 8, 2019**

**APPOINTMENTS:**

**Cayuga Cortland Workforce Development Board:**

Demetrius Murphy, 558 Bevier Rd., Auburn, NY 13021, Term 7-1-19 to 6-30-22 - Re-Appt.  
Steven Woodard, 108W. Main St., Cortland, NY 13045, Term 1-1-19 to 12-31-21 – Re-Appt.  
Motioned by Patrick Mahunik to approve the appointments and present to the Legislature for approval, 2<sup>nd</sup> by Charlie Ripley. All in favor, passed

**DEPARTMENT UPDATES FOR COMMITTEE:**

**• Ann Kubarek (Employment & Training):  
Reported Updates**

**Local Workforce and Career Center Information:**

	Cayuga County	New York State	United States
April, 2019	3.9	3.6	3.3
April, 2018	4.7	4.0	3.7

- In May, 2019 over 900 people used the services of the Cayuga Works Career Center.
- In May, 2019, 87 individuals participated in the various employment and job readiness workshops that are offered at the Career Center.
- 12 Employers participated in a job fair held in the Cayuga Community College Student Lounge on May 28, 2019.
- Currently, there are 365 jobs posting for Cayuga County listed in the New York State Job Bank, which is the database the New York State Workforce Development system uses to centralize job postings for area employers. This platform is available to employers at no cost to post there job openings and to interface with available workers. Link for the site is <https://newyork.us.jobs/index.asp>.
- TANF allocations for the Summer Youth Employment & Training Program were released by New York State Office of Temporary and Disability Assistance. Cayuga County was allocated \$176,320 this year, which is increased from last year to cover the increase in the minimum wage. Eligible young people from throughout Cayuga County will be placed at worksites where they will learn valuable work skills, employment readiness skills

and financial literacy skill. It is anticipated that 70 youth will participate in the program this summer. Youth will work 25-30 hours per week for a 6 week period during the summer.

## **RESOLUTION**

**6-19-PL-3** Authorizing the hiring of an Interim Employment and Training Director in the Cayuga County Employment and Training Department.

Charlie Ripley motioned to approve and move resolution 6-19-PL- 3, 2<sup>nd</sup> by Patrick Mahunik. All members present voted in favor, passed.

### • **Tracy Verrier (CEDA)** **Reported Updates**

Grant/Loan/IDA Activity:

- AIDA reviewed two project applications in May:
  - Prison City Brewery is applying for incentives related to their planned second facility on North Street. The \$4.25m project includes the purchase of a 5.5 acre lot, the construction of a 13,000 sq ft brewery with adjoining retail and offices, renovation of an existing dairy barn into tap/storage space, and the purchase of new manufacturing and packaging equipment. The project is anticipated to create 25 new jobs in 3 years. A public hearing is planned for June 19 at 4pm.
  - Currier Plastics is applying for incentives related to their planned expansion to their existing facility. The \$18.9m project includes a 90,000 sq ft expansion and the purchase of new machinery and equipment to meet client demand and expand into new markets. The project is anticipated to create 25 new jobs over 3 years. A public hearing is planned for June 19 at 4:30pm.
- The Alliance for Economic Inclusion held a meeting on May 21 to begin the process for a 2019 call for proposals. The presentation offered an overview of the 2018 process and anticipated 2019 process. The Alliance will meet in the coming weeks to establish an RFP, then there will be follow up informational sessions for potential applicants. This grant funding will be available to assist projects that aim to reduce poverty and address barriers to employment. Samantha Frugé, CEDA's Economic Development Technical Specialist, has been appointed to the Alliance due to her proficiency with data collection and analysis. Both non-profit and for-profit entities are eligible, although they are not encouraging state entities like community colleges to apply. State entities can be a partner in an initiative, it's just preferred that they are not the primary applicant. The RFP should be released in June with an application deadline in late July. Award announcements are expected in September.
- The Central NY Regional Economic Development Council met on May 16. Topics discussed at the meeting included the new Workforce Development funding resources, the current Consolidated Funding Application round for state grant funds (applications due July 26), the current Downtown Revitalization Initiative application round, the need for new childcare solutions, and an update on the Upstate Revitalization Initiative.
- The Gavras Center had a Ribbon Cutting on May 22 for the renovations to their North Street facility. CEDA assisted the organization in securing ESD grant funds for this project.

Key Programmatic Efforts:

- Succession Planning Program Development
  - CEDA staff have met and scheduled meetings with multiple subject matter experts to better understand the services and support required for succession planning, as well as the roles CEDA can play and the structure for a program.
- Workforce Development
  - Workforce Development 101 for Employers was held on May 21 from 8am-10am at CCC in collaboration with CCC and Cayuga Works. There were 11 panelists that presented on various programs and funding sources, then the approximately 25 attendees were able to interact with the panelists individually and in small groups. Videos of the presentations will be available on CEDA's website soon.

Other Events and Announcements:

- The first Startup Connect networking event, a collaboration with SCORE, occurred on May 13 at Auburn Public Theater. About 20 entrepreneurs attended and were able to connect with each other, as well as with CEDA staff and SCORE mentors. A number of potential B2B connections were made at this event.
- Tracy Verrier attended the Central NY Region Minority and Women-Owned Business Enterprise Town Hall Meeting. At this meeting the Executive Director of the NYS Division of Minority and Women's Business Development described the resources available to MWBEs to assist with professional development and state contract procurement, as

well as the MWBE certification process. She noted that the enabling legislation, Article 15-A, is currently open for revision and any recommendations for changes should be sent to state elected officials as soon as possible for consideration. This year's CNY Regional MWBE Opportunities Expo will be at CCC on June 27, which is an opportunity for MWBEs to learn more about state contracting opportunities and certification.

- Maureen Riester attended a CNY Street Beaters meeting to connect with economic development professionals throughout the region to share ideas, advice, and best practices.
- CEDA produced and released a video narrative and testimonial featuring Josh Sanders from Sterling Custom Canvas. The video can be viewed on our homepage, [www.cayugaeda.org](http://www.cayugaeda.org).

#### **Additional Updates:**

- Tracy distributed 2019 CEDA's Work plan Progress for review.
- James Fayle, Central New York regional Director Empire State Development recently visited sites in the Sterling/Fair Haven sites to witness the potential flooding along Lake Ontario.
- Workforce 101 for employers videos are available online at CEDA
- Tracy Verrier attend the recent Cayuga-Cortland Workforce Investment Board meeting. The group discussed the future of Workforce Development in the two Counties.
- Gone West – A new initiative with group for nonprofit and local businesses in the west end of Auburn. The group will begin to develop ways to bring more development into west-end of Auburn.
- Legislator Pinckney inquired about a possible expansion for Cayuga Milk Ingredients. Tracy Verrier stated CMI is currently researching funding options for potential future expansion opportunities.
- **Doug Kierst (Soil & Water Conservation District)**  
Updates
  - Doug Kierst stated, due to the wet weather conditions, staff has been working on many drainage issues throughout the County.
  - Ag- Nonpoint Source grant opportunities will be due in a couple month; staff have been working with the farmers on potential projects.
  - Hydro-seeding and stream bank work continue depending on the weather conditions.
  - Tire Recycling Event will be held on June 22, 2019. Continue to research possible funding opportunities for the large farm tires.
  - The Corps of Engineers approved an emergency permit to stabilize about 160 feet of shoreline on the inside along West Barrier Bar. Staff had assistance from the Village of Fair Haven and the Town of Sterling Highway Department.

#### • **Catherine Moran (Cornell Cooperative Extension)**

##### **Reported Updates**

- Ongoing Executive Director Search
  - Active Strategic Planning Process
  - Worked with County Planning Department to plan and execute Electronics Recycling Event on May 18
  - Working with Big 6 and Ag Society to plan the July County Fair
  - Participated in DEC program for the distribution of 1765 pheasant chicks
  - Providing ongoing nutrition programming in after school programs and other community venues
  - Operating a Master Gardener hotline through September
  - Completed tractor safety course for county youth
  - Working with Farm Bureau to plan farm and agribusiness tour

##### **Additional Updates**

- Catherine Moran stated staff had been working on the County Fair to be held in July. Currently four of the seven staff people are working the programs as interim Part Time Positions.

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

##### **Reported Updates:**

Open Planning Projects. A list. Details available if needed/requested.

- Town of Montezuma Zoning & Subdivision Ordinance
- Town of Mentz Zoning Ordinance
- Town of Moravia Comprehensive Plan
- Village of Moravia Comprehensive Plan

- Town of Brutus and Cayuga County Erie Canal Re-watering Grant Project Implementation and Administration (Brutus, Port Byron & Mentz)
- Union Springs Local Waterfront Revitalization Plan (“LWRP”)
- Union Springs LWRP Phase II Boat Launch 2019 CFA Grant Preparation & Submission
- Village of Cayuga LWRP 2019 CFA Grant Preparation & Submission
- Fair Haven / Sterling LWRP 2019 CFA Grant Preparation & Submission
- Town of Victory Ag Plan
- Cayuga Lake Blueway Trail Implementation (w/ Tompkins & Seneca Counties)
- Emerson Park Boat Launch Area Improvements - 2019 CFA GIGP Grant Preparation & Submission
- Emerson Park Deauville Island Capital Improvements Bidding & Construction
- Administering and Managing Emerson Park Programming Plan Development (funded by \$212K Grant secured from Emerson Foundation)
- Sterling Nature Center Interpretive Building Development Project: 2019 CFA Grant Preparation and Submission and 2019 Northern Border Regional Grant
- Cayuga County Consolidated Ag District #5: 8-Year State Review & Renewal
- New York Agricultural Land Trust (NYALT) Outreach Grant Partnership
- Preparing and Administering the NYS Ag & Markets Purchase of Development Rights Grant Program Pre-Application Round for 2019-20
- Clean Energy Community Grant – Purchase and Installation of EV Charging Stations (Cayuga County Office Building and Union Springs Frontenac Park)
- Clean Energy Community Grant – Administering and Tracking County Jail Lighting Upgrades (~\$90K)
- Clean Energy Community Grant – Strategic Organization/Operation Plan for Cayuga County Public Utility Services Agency “CCPUSA”
- Implementation & Administration: Annual Hazardous Waste Events Programs
- Owasco Lake Watershed Rules and Regulations Update Project
- Administration and Implementation of annual Finger Lakes-Lake Ontario Water Protection Agency Grant Funding (tracking/administering; multiple projects)
- Close out of Phase I and Construction of Phase II of the Owasco Flats Wetland and Riparian Buffer Restoration Project
- GIS/Data Support for E-911 Center
- Staffing, administration and management for Cayuga County Development Corporation, including all reporting, tax compliance and management of ~\$2MM loan program
- Staffing and administration: Cayuga County Public Utility Services Agency
- Staffing for County Health Department: Public Health Preparedness Planning
- Staffing and administration: Cayuga County 239 L&M Review Committee
- Staffing and administration: Cayuga County Water Quality Management Agency
- Staffing and administration: Cayuga County Planning Board (and Trainings)
- Staffing and administration: Cayuga County Farmland Protection Board
- Technical Advisors and Staff Support to Owasco Lake Watershed Management Council (OLWMC)

- **Administrative & Oversight Responsibilities: Cayuga County Emergency Management Office – EMO**

**RESOLUTIONS:**

**6-19-PL-1** Authorizing Cayuga County submission of a 2019 CFA Grant Application for Phase II of Emerson Park priority projects and confirming Cayuga County’s intent to allocate in-kind funding resources to the project pending award of New York State CFA Grant Funds

**6-19-PL-2** Authorizing Cayuga County submission of a 2019 CFA Grant Application for the Development of Sterling Nature Center Interpretive Building Construction Documents and confirming Cayuga County’s intent to allocate cash and in-kind funding resources to the project pending award of New York State CFA Grant Funds

Steve explained both of these resolutions are being presented through both Public Works and Planning. The resolutions had been reviewed and approved at Public Works Committee last evening.

Charlie Ripley motioned to approve and move resolutions 6-19-PL- 1, 6-19-PL- 2, 2<sup>nd</sup> by Patrick Mahunik. All members present voted in favor, passed.

- **Karen Kuhl (Tourism)**

**Reported updates:**

CCCVB Annual Financial Report

- In accordance with the Agreement between the CCCVB and Cayuga County, the CCCVB agrees to file a copy of its annual financial report with the Chair of the Legislature within 30 days after it is prepared. The CCCVB presents the audit findings to the Planning Committee and will entertain any questions.

**OTHER MATTERS:**

Mike Didio stated the Inter-County Meeting will be held on June 20<sup>th</sup> at Springside Inn. Steve Lynch will be presenting an update on the Watershed Rules and Regulations.

**LEGISLATURE:**

6-19-LEG-1 Resolution in opposition to make New York State a Sanctuary State.

No action. The resolution will be reviewed and discussed at the Legislative meeting at the end of the month.

**ADJOURNMENT:**

Aileen McNabb-Coleman motioned to adjourn the Planning and Economic Development Committee meeting at 5:50 p.m., 2<sup>nd</sup> 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