

**Projects Committee Meeting
September 14th, 2023
8:00 A.M.**

**Tom Armao, Chair • James Seward, Vice Chair • Patricia Kennedy • Andrew Marietta •
Jeff Lord • Craig Gelbsman • David Rowley • Cheryl Robinson**

**Jody Zakrevsky, CEO • Meaghan Marino, Director of Finance and Administration
Tammy Graves, Marketing Coordinator • Nasim Vargha, Administrative Assistant •
Joseph Scott, Bond Counsel • Kurt Schulte, Agency Counsel**

1. Chairman's Comments
2. Approval of July 13th and August 10th Projects Committee Minutes
3. Review Project Trackers
4. Review Director's Report
5. New and Unfinished Business

COUNTY OF OTSEGO INDUSTRIAL DEVELOPMENT AGENCY
OTSEGO COUNTY CAPITAL RESOURCE CORPORATION

PROJECTS COMMITTEE
JULY 13th, 2023
MEETING MINUTES

CALL TO ORDER

The COIDA and OCCRC's joint Projects Committee meeting was called to order at 8:07am at the Otsego Now offices at 189 Main Street in Oneonta, NY. Members present included:

Tom Armao
David Rowley
Andrew Marietta (v)
Patricia Kennedy

James Seward (v) *
Jeffrey Lord
Cheryl Robinson

Absent members: Craig Gelbsman

Also, in attendance:

STAFF

Jody Zakrevsky, CEO
Meaghan Marinos, **Director of Finance and Administration**
Tammy Graves, **Marketing Coordinator**
Kurt Schulte, **Agency Counsel**
Nasim Vargha, **Administrative Assistant**
Victoria Spina, **Marketing Intern**

GUESTS

David Kenny

(v) – virtual

* - left before end of meeting

CHAIR'S REMARKS

Projects Chair, T. Armao, moved immediately into the agenda.

MEETING MINUTES

T. Armao requested a motion to approve the June 8th Project Committee meeting minutes. Committee members were given a draft copy of the minutes prior to the meeting for review.

There being no corrections to be made, J. Lord made a motion to approve the meeting minutes. D. Robinson seconded, and the motion was approved by the remaining board members.

CEO REPORT OF PROJECTS

J. Zakrevsky recapped some of his activities since the June Projects Committee meeting until now. He also provided members with a detailed update of some of the IDA's priority projects. The following topics were discussed in greater detail:

Richfield Springs: J. Zakrevsky reported that EDA has approved HUNT Engineering for the construction manager position and a contract has been signed. NYSDEC and HUNT Engineering met on site to review the wetland delineation. One minor change was made. Keystone Associates will be overlaying the current site plan onto the wetland delineation. J. Zakrevsky also reported that the Town of Richfield has passed a resolution agreeing to becoming a co-applicant on the grant. After reading the resolution, C. Robinson explained that any improvements or additional work done on the property would be the responsibility of the IDA. She noted that the specific terms and conditions of ownership would still need to be worked out.

Innovation Acceleration Center: T. Graves reported that one of the Innovation Center's clients is working with the Small Business Development Center to create a business plan. Another client is working with Custom Electronics to plan the next steps in their business development. V. Spina reported that she is working on a MailChimp for New Path Label to reach more people. The first batch of 30 has been sent out. T. Graves explained that she has continued to work with IOXUS and SUNY Oneonta to create the Business Equipment Service Database. She is also focusing on promoting the Microenterprise Grant.

NEW/UNFINISHED BUSINESS

IOXUS Drawdown Request: J. Zakrevsky explained that N. Vargha completed the second IOXUS drawdown request and approximately 40% of their expenses were reimbursed by the grant.

EXECUTIVE SESSION

J. Lord made a motion to enter executive session with committee members only, under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 8:28am for the following reasons: contract negotiation. D. Rowley seconded the motion, and it was approved by all committee members present. The committee entered executive session at 8:28am. There was no action taken in executive session.

C. Robinson made a motion to enter back into public session; J. Lord seconded, and all members approved. The committee exited executive session at 9:14am.

ADJOURNMENT

There being no further business to discuss, C. Robinson made a motion to adjourn the Projects Committee meeting at 9:14am.

UPCOMING MEETING SCHEDULE

The next Projects Committee meeting will be held on August 10th, 2023, at 8:00am.

DRAFT

COUNTY OF OTSEGO INDUSTRIAL DEVELOPMENT AGENCY
OTSEGO COUNTY CAPITAL RESOURCE CORPORATION

PROJECTS COMMITTEE
AUGUST 10th, 2023
MEETING MINUTES

CALL TO ORDER

The COIDA and OCCRC's joint Projects Committee meeting was called to order at 8:06am at the Otsego Now offices at 189 Main Street in Oneonta, NY. Members present included:

Tom Armao
James Seward (v)
Andrew Marietta (v)*

Cheryl Robinson
David Rowley

Absent members: Craig Gelbsman, Jeffrey Lord, Patricia Kennedy

Also, in attendance:

STAFF

Jody Zakrevsky, **CEO**
Meaghan Marino, **Director of Finance and Administration**
Tammy Graves, **Marketing Coordinator**
Nasim Vargha, **Administrative Assistant**
Victoria Spina, **Marketing Intern**

GUESTS

Troy Turley, **Apple Converting**
Douglas Gulotty
Robert Hickey, **Hickey Golf**

(v) – virtual

* - arrived after start of meeting

CHAIR'S REMARKS

Projects Chair, T. Armao, moved immediately into the agenda.

MEETING MINUTES

T. Armao noted that due to a lack of quorum, the July 13th Project Committee meeting minutes could not be approved.

PRESENTATION

D. Gulotty and R. Hickey gave a presentation on their new project and their interest in a PILOT agreement with the IDA. Their proposed project would be creating a family entertainment center and three baseball/softball fields outside of Cooperstown. They want to move forward with a PILOT agreement to alleviate some of the project's sales tax. D. Gulotty explained that with the three operational fields, they plan to create approximately 123 new jobs. The entertainment center is expected to be operational for about 210 days out of the year. He noted that there is also space to expand and create more fields. So far, they have cleaned up the property and made some minor improvements to the existing buildings. C. Robinson asked how many full-time, year-round jobs would be created, and D. Gulotty explained that the entertainment center would create about 16-18 year-round jobs.

J. Zakrevsky explained that the application would be treated as a 10-year PILOT agreement because it falls more under real estate. He also questioned some discrepancies in their application relating to project cost, and D. Gulotty explained that R. Hickey already owns the property, so the property price was not included in the final project cost. J. Zakrevsky said that the IDA will do a separate analysis and then calculate the benefits that can be offered once an updated application is received.

CEO REPORT OF PROJECTS

There was no CEO Report of Projects for this meeting.

NEW/UNFINISHED BUSINESS

There was no New/Unfinished Business for the meeting.

EXECUTIVE SESSION

C. Robinson made a motion to enter executive session with committee members only, under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 8:39am for the following reasons: to discuss the medical, financial, credit or employment history of a particular person or corporation. D. Rowley seconded the motion, and it was approved by all committee members present. The committee entered executive session at 8:39am. There was no action taken in executive session.

The committee exited executive session at 9:18am.

ADJOURNMENT

There being no further business to discuss, the Projects Committee meeting was adjourned at 9:21am.

UPCOMING MEETING SCHEDULE

The next Projects Committee meeting will be held on September 14th, 2023, at 8:00am.

DRAFT

**CEO’s Report
September 5, 2023**

Date	Place	Meeting
August 10	Oneonta	Audit & Finance Committee Meeting
August 10	Oneonta	Projects Committee Meeting
August 11	Oneonta	Meeting at Apple Converting
August 14	Oneonta	Interview for Marketing Director
August 14	Oneonta	Interview for Marketing Director
August 15	Oneonta	Zoom Meeting with NYSERDA re: Solar Appraisal
August 15	Oneonta	Meeting with Board Members Robinson and Rowley and Town Of Richfield Supervisor and Board Member
August 16	Cooperstown	Tourism Round Table Discussion
August 17	Oneonta	139 Commerce Drive Inspection
August 18	Oneonta	Zoom Meeting on County Strategic Plan Update
August 21	Oneonta	Meeting with Apple Converting at 139 Commerce Drive
August 24	Oneonta	Zoom Meeting with ST8 Comprehensive Economic Development Strategy Plan
August 25	Oneonta	Zoom Meeting with Joe Scott re: Edmeston solar
August 28	New Berlin	SBA Award at Chobani
August 28	Oneonta	Zoom Meeting with Joe Scott and Kurt Schulte re: Richfield
August 30	Oneonta	Meeting with Ha-rry Levine, President of the Community Foundation of Otsego County
August 31	Oneonta	Brownfield Developers Conference 2024 Planning Team
September 1	Oneonta	Meeting with Steve Wilson re: 2024 County Budget Process

Correspondence Received:

- None.

Financial Updates

- See report. During August, income exceed expenses by \$41,116.79 bringing our total net income for 2023 to \$272,025.98.

Oneonta Railyards Industrial Park

- See Charter.

Richfield Springs Industrial Park

- On hold waiting for Attorney Comments to be sent to Town Attorney.

Center for Innovation

- See Charter.

Digital Marketing Campaign

- Paperkite has started to work on digital marketing.

Apple Converting

- Signed contract with Apple Converting to lease 139 Commerce Drive at \$5,000 per month.

Solar Projects

- Continue to meet with various towns regarding opting out of 487.

Skyline Hospitality

- Still waiting for the closing date – expected in October.

Edmeston Solar

No;but has rejected the IDA model and plans to negotiate directly with the county.

County 2024 Budget

- Submitted to County Administrator a request to increase our appropriation from \$75,000 to \$400,000.

Revolving Loan Fund

- The Community Foundation of Otsego County is considering creating a new revolving loan fund for county businesses. While still in a conceptual phase, there has been some discussion with having Otsego Now administer the program on their behalf.