

**Projects Committee Meeting**  
**July 11<sup>th</sup>, 2024**  
**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 Remillard, Director of Finance and Administration  
Jordan Allen, Administrative Assistant • Joseph Scott, Bond Counsel  
Kurt Schulte, Agency Counsel**

- Chair's Comments
- Review Project Trackers
- Review Director's Report
- New and Unfinished Business

## Project Overview

<b>Project Title</b>	<b>Oneonta Railyards Development</b>
<b>Project Description</b>	Redevelopment of Oneonta Railyards
<b>Key Objectives for 2024</b>	<ul style="list-style-type: none"> <li>• Clear At Least 5 acres of brush and trees</li> <li>• Finish Community Geo-Thermal Heat Pump Feasibility Study</li> <li>• Go out to Bid for Oil and Stone on Unpaved Portion of Roundhouse Road</li> <li>• Work with C2C Construction Solutions to get construction estimates for 5,000 square foot office building.</li> <li>• Continue to work with Southern Tier 8 to develop grant application to EDA for construction.</li> <li>• Sell 50-foot strip of property to May Enterprises for new roadway.</li> <li>• Continue discussions with Routine Properties re: housing development.</li> </ul>
<b>Target Completion Date</b>	Ongoing
<b>Estimated Total Investment</b>	\$5,200,000
<b>Owner</b>	Jody Zakrevsky
<b>Stakeholders</b>	City of Oneonta, Otsego Now, NYS ESD
<b>Status</b>	Active
<b>Project Flags/Concerns</b>	Site Contamination – low risk

### Updated Information:

Sent e-mails to the Holland Company and BBG Mergers & Acquisitions to see if they are still interested in the property. If we don't hear back from them by the end of the week, we will asked Rich Brimmer to begin paving Roundhouse Road.

**Have asked Rich to begin work on Roundhouse Road. Unfortunately, two of their four graders are broken down and may have reached the end of their life, the other two are going every day. The Highway crews are swamped right now with bridge projects and paving. Rich indicated they will get there as soon as they can.**

## IDA Objective ROI

Employment Impact	50-100 new jobs
IDA Revenue (One-Time)	NA
IDA Revenue (Recurring)	\$x (lease of 5 buildings)
Business Relationship Impact	Moderate
Community Engagement Impact	Moderate

## Partnerships

Project Partnerships	<p>Lucas Saltsman, C2C Construction Solutions (Utica)            Bill Gaetano, Gaetano Construction (Utica)            Aaron Marcus, Routine Properties (NYC)            Jen Gregory, Southern Tier 8            Richard Bremmer, County Highway Superintendent            Greg Matice, Oneonta City Administrator            Ed May, May Enterprises</p>
Post Project Partnerships	<p>Michael N'Dolo, MRB Group            Jane Nicholson, MRB Group            Judy Pangman, City Community Development            Danny Lapin, Otsego County Conservation Association            Mark Davies, City Councilman            Kevin Schultz, City Environmental Review Board            Karl Seeley, Hartwick College            Barbara Ann Heegan, Chamber of Commerce            Katherine O'Donnell, Hartwick College</p>

## Grant Management

Grant ID	Project# 132,929
Grant Amount	\$500,000
Source Agency	NYS Empire State Development
Details	Grant funds are for acquisition and infrastructure investments
Requirements	Grant Funds can only account for 20% of total project costs.
Expiration Date	Fall 2024

Project Expenses	Target Amount	YTD Actual	Grant Funding Amount	YTD Actual
Acquisition	\$250,000	\$250,000	\$	\$250,000
Work w/ ST8	\$1,500,000		\$	
Site Master Plan	\$50,000 - planned \$32,800 – awarded	\$32,800	\$	\$32,800
Resurface Roundhouse Road	\$200,000		\$	
Infrastructure Improvements	\$4,600,000		\$ 500,000* \$2.3 million**	
Clear 5 acres of property	\$30,000			
<b>TOTALS</b>	<b>\$5,250,000</b>	<b>\$250,000</b>	<b>\$500,000</b>	<b>\$0</b>

\*Awarded by NYS ESD

\*\* Planned application to Federal EDA

### Project Milestones: Master Plan Development

Project Milestones	Target Start	Target End	Status	Actual Start	Actual End
Community Geo-Thermal Study	4/1/22	5/1/23	Completed	1/10/22	2/28/2024
Clean Up Site 5	3/15/22	9/15/22	Completed	7/30/2022	10/20/2022
Repave Roundhouse Road	5/15/2024	5/30/2024	Received Estimates from County		
Selection of design consultant for paving road.	4/15/24	5/15/24	Putting together RFP.		
Clearance of Another 5 Acres	6/1/24	8/30/24	On Hold		
Selection of design consultant for clearance.	4/15/24	5/15/24	On Hold		

## Project Overview

<b>Project Title</b>	<b>Richfield Spring Eco-Business Park</b>
<b>Project Description</b>	<p>Development of Richfield Spring Eco-Business Park to accommodate Crystal Mountain Properties will develop a 22-acre business Park in Richfield Springs Otsego County with 85,000 square feet of manufacturing space in two separate buildings to house Ruby Lake Glass and Andela Products business expansions.</p> <p><i>2024 Phase: Site Development</i> The project will consist of site preparation and extension of necessary utilities to the Park, including site clearing and earthwork, construction of an access road, installation of a wastewater collection system, and extension of water service, a gas main, and electrical service.</p>
<b>Key Objectives</b>	<ul style="list-style-type: none"> <li>• Prepare Site for Sale or Lease</li> <li>• Provide for at least 3 new businesses to relocate or expand into the Richfield Springs Business Park</li> </ul>
<b>Target Completion Date</b>	October 2024
<b>Estimated Total Investment</b>	\$2,400,000
<b>Owner</b>	Jody Zakrevsky
<b>Stakeholders</b>	Andela Products/Ruby Lakes Glass, NYS ESD
<b>Status</b>	Anjo Construction will start by mid-June.
<b>Project Flags/Concerns/Updates</b>	<p>The administrative law judge just ruled on NYSEG's Amended Petition and basically said there is no problem with the petition and referred this to DPS Staff for any outstanding issues. Michael Hamor had a short discussion with the PSC person last week and she said everything was going smoothly at this point.</p> <p>Received information on operational costs for water and sewer from the Village Treasurer.</p> <p>Received building permit from the County.</p> <p>Received NYS Department of Transportation from the County.</p> <p>Hired Lawson Surveying to provide horizontal control surveys used to establish coordinate systems and are essential for accurate map-making. As well as Vertical Control Survey: This type of control survey is used to measure the elevation of the points in the survey area. They will be performing work early next week.</p> <p>Received approval from EDA to commence construction.</p>

	Lary Frigault indicated he is having problems getting the Village to finalize the MOUs and district creations. Senator Oberacker has call a meeting with the village and town to try to move this along.
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## DA Objective ROI

<b>Employment Impact</b>	15 new jobs
<b>IDA Revenue (One-Time)</b>	\$250,000 (sale of site) To Be Determine by Appraisal
<b>IDA Revenue (Recurring)</b>	\$ To Be Determined – vacant sites could be leased to companies
<b>Business Relationship Impact</b>	Low Enhancing relationship with Ruby Lakes Glass/Andela Products
<b>Community Engagement Impact</b>	Low Village and town communication through project process.

## Partnerships

<b>Project Partnerships</b>	Brett Steinberg, Project Engineer, EDA Michael N’Dolo, MRB Group Alyson Slack, MRB Group Cynthia Andela, Andela Products Jonathan Gross, Ruby Lake Glass Ken Ellsworth, Keystone Associates Mark Parker, Keystone Associates Richfield Springs Town Board Richfield Springs Village Board
<b>Post Project Partnerships</b>	IDA, the Village, the Town and Andela Products and Ruby Lake Glass

## Grant Management

<b>Grant ID</b>	93220 - Approved
<b>Grant Amount</b>	\$325,000
<b>Source Agency</b>	NYS Empire State Development
<b>Details</b>	Grant funds are for sewer and water infrastructure
<b>Requirements</b>	Grant Funds can only account for 70% of total project costs.
<b>Expiration Date</b>	August 31, 2024

Grant ID	01-01-14979 - Approved
Grant Amount	\$1.2 million
Source Agency	Federal EDA
Details	Grant funds are for sewer and water infrastructure
Requirements	Grant Funds can only account for 70% of total project costs.
Expiration Date	August 28, 2024

Grant ID	Project ID: 67423
Grant Amount	\$500,000
Source Agency	Appalachian Regional Commission
Details	To be added to EDA funding
Requirements	EDA must approve payments on behalf of ARC
Expiration Date	February 28, 2024

## Budget and Funding

Project Expenses	Target Amount	YTD Actual	Grant Funding Amount	YTD Actual
Administrative and Legal Expenses	\$59,000		\$325,000 - ESD* \$1,200,000 – EDA**	
Architectural and Engineering Fees	\$18,000		\$500,000 – ARC***	
Construction Supervision and Grants Management	\$100,000		\$375,000 – IDA	
Construction	\$1,910,000			
Contingencies	\$313,000			
<b>Contingencies</b>	<b>\$500,000</b>			
<b>TOTALS</b>	<b>\$2,400,000</b>		<b>\$2,400,000</b>	

\*Approved

\*\*Approved

\*\*\*Approved 4/10/23

**Updates:**

Signed contract with Anjo Construction. They anticipate preparing site by the end of the week.

Sent a request for an extension of time to EDA. Project Engineer Andy Ye indicated that he saw no problems with the time extension.

Sent required construction checklist and supporting documents to EDA.

Sent letter to U.S. Department of Labor, Office of Federal Contract Compliance Programs notifying them of contract award to Anjo Construction.

Submitted plans to Otsego County Codes Enforcement Officer.

Testified at the NYS Public Service Commission on June 5, 2024, along with Ms. Andela. No others from the public wished to speak.

All required materials sent to the NYS Department of Transportation.

## Project Milestones

Project Milestones	Target Start	Target End	Status	Actual Start	Actual End
Water and Sewer Memorandum of Agreement	3/11/24	3/24/24	With Attorneys	10/14/20	???
Extension of Natural Gas	10/14/20	9/3/22	NYS PSC held public hearing.	6/5/2024	6/21/2024
County Loan	6/2/21	12/15/22	Determination of Need		
DEC Permit Approved	9/1/22	9/30/22	DEC permit issued.	4/26/2024	
DOT Permit	2/8/2024	6/1/2024	DOT waiting for revised bonds from Anjo		
Construction Contract Award	6/15/2024	9/30/2024	Awarded – notice to proceed not approved.		



<b>Pre-Construction Conference</b>	<b>5/1/23</b>		<b>Completed</b>	<b>5/28/2024</b>	<b>5/28/2024</b>
<b>Construction</b>	<b>4/1/24</b>	<b>8/28/24</b>	<b>Starting soon</b>	<b>6/14/2024</b>	<b>9/30/2024</b>

## CEO's Report July 9, 2024

### Operations, strategic goals, and succession

**Operations:** M. Marino is currently handling all activities with the Micro-Enterprise Grant Program, reconciliation of all profit and loss / balance sheets, overseeing 2023 Audit, all telecommunication services, property management, and represents the agency with the Mohawk Valley Regional Economic Development Council. J. Allen receives and deposits all checks and income, prepares vouchers for billings, receives, and prepares all bills for payment, prepares minutes for all meetings, and works telecommunication equipment as needed. J. Zakrevsky provides all other operational support for economic development items including grant application, overseeing, and negotiating with projects involving infrastructure improvements,

### Strategic Goals:

#### 1. To ENTICE economically diverse industries

<u>Contacts/Interviews</u>	<u>Potential Projects</u>
- David Kenny	- Submitted proposal for Innovation center
- <b>Maenghwa Jo</b>	- <b>Interested in working on enticing Korean Companies to located in Otsego County.</b>
- Phuong Mokay	- Received proposal to reach out to 100 start-up businesses.

#### 2. To ENCOURAGE businesses growth and retention

- Working with Brooks Bottling on new grant application for expansion of business.
- In contact with Cyndy Andela on her expansion plan.
- <b>Working with Ioxus on third drawdown request. They have added 12 new employees since January.</b>
- <b>Awarded 5 grants to micro-enterprise grant program.</b>

#### 3. To ENSURE resources for continued success

- Potential Pilot Program with Delaware River Solar
- Potential Pilot Program with the Vacino Group
- Potential Pilot Program with New Leaf Energy
- <b>Reached out to Valletta Ritson &amp; Company re: ED Director</b>

<b>Date</b>	<b>Place</b>	<b>Meeting</b>
June 18	Oneonta	Meeting with ESD re: MWBE Compliance
June 21	Oneonta	Otsego County PLACES Institute Discussion
June 21	Oneonta	Project Development Committee
June 21	Oneonta	Oneonta Town Supervisor
June 24	Oneonta	Innovation Center Discussion
June 24	Oneonta	Zoom Meeting on Pro-Housing
June 25	Sidney	Meeting with Richard Braun, Surveyor
June 26	Oneonta	Chamber of Commerce Meeting on Housing and economic development
June 27	Oneonta	Otsego County Board Meetings
June 27	Oneonta	CEDS Collaboration Meeting
June 28	Oneonta	Regional Board Meeting of Southern Tier 8
July 3	Oneonta	Meeting with Cheryl Roberson
July 3	Oneonta	Meeting with Senator Oberacker
July 9	Oneonta	Meeting with Jason J. Tabor, CFP, Allied Financial Partners
July 9	Oneonta	Spoke with Hans A. Dalmolen

### **Correspondence Received:**

- Received notice from IRS about money owed to Information Systems Division (ISD) and lien of property.

### **Financial Updates**

- See attached financial report and statements.

### **Oneonta Railyards Industrial Park**

- See Charter.

### **Richfield Springs Industrial Park**

- See Charter

### **Brooks Bottling**

- Still working on CDBG application.

### **Proposed New Housing Development**

- Received completed application from Vecino Group New York re: housing project in Cooperstown. Forwarded copy to Joe Scott.

## IoXus

- Met with Town Supervisor and had him sign a time extension request which was approved by NYS Office of Community Renewal. The grant was extended until December 31, 2024.
- Working on Drawdown Number 3.

## Retirement Benefits

- Met with Jason J. Tabor, CFP, Financial Advisor with Allied Financial Partners to review options for a retirement plan for employees. The three plans he is working on for us is a simple IRA, a 401k, and a Simplified Employee Pension Plan (SEP). Given the salaries of our employees, his is leaning toward the SEP. He has indicated that a 401k works well for large companies, but for a small organization like ours, we will be paying for a great deal of administration expenses. He will have a comparison for us shortly.

## Valletta Ritson & Company

- Valletta Ritson & Company is an executive search firm that provides highly customized talent acquisition solutions for leading companies and higher education institutions throughout the US. Otsego Now hired them for the last CEO search.
- Spoke with Hans A. Dalmolen, owner of the company. He indicated he was too busy to work on a search right now. He did indicate that many people in the area such as Broome County have multitude economic development directors including the Broome IDA, Southern Tier 8, the City of Binghamton, and several ED Directors at Binghamton University. However, most would not be qualified to do the work we do. People at colleges and chamber CEOs, he stated, all say they do economic development but really don't. He doesn't think hiring another firm to do a search would be profitable for us since many just go through the routine of advertising the position which we could do ourselves.

## NYS Economic Development Council ED Courses

- M. Marino attended the 2024 Economic Development Course held in Albany.
- The course addresses four basic themes:
  - o Concepts of economic development
  - o Trends in economic development
  - o Development location
  - o Practical techniques and best practices of successful development

## Micro-Enterprise Grant Program

M. Marino completed the first reimbursement request for the County's Microenterprise Program. Five of the ten businesses awarded received their first check.

- Red Barn Farm Brewery - \$14,592.52
- TECHknowledge - \$30,635.96
- Spurbeck's Grocery - \$11,700

- 25 Main Collective - \$14,556.05
- Captain Cooks Seafood - \$5365.01
  
- In addition, Otsego Now received \$ 6,334 for program delivery and administration. M. Marino is overseeing this project.

## **Route 28 Corridor Economic Development Planning**

- Met with Gregory Fulkerson, SUNY Oneonta, Alex Thomas, SUNY Oneonta, Trevor Fuller, Otsego County, Tammie Harris, and Steve Wilson regarding a Route 28 Corridor Planning Study for economic development opportunities.