

**Projects Committee Meeting**  
**October 10<sup>th</sup>, 2024**  
**8:00 A.M.**

**Tom Armao, 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:

**Roundhouse Road has been successfully repaved.**

**M. Remillard has contracted with private hauling company to remove garbage strewned by homeless shelters.**

**R. Braun Land Surveyors completed survey portion of property to be sold to Mr. May.**

**Sent copies of survey done by R. Braun to as well as environmental review done by Delaware Engineering as well as wetland delineation to the Holland Company.**

## 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	\$207,000	\$	\$207,000
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	Completed	7/23/2024	8/17/2024
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>	<b>October 2024</b>
<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><b>Anjo Construction has installed water line and should connect to the villages system by next Tuesday, October 15<sup>th</sup>.</b></p> <p><b>The Village of Richfield Springs voted on Monday to accept the Intermunicipal Agreement and authorized the mayor to sign it.</b></p> <p><b>The Town of Richfield held a public hearing on the water and sewer districts and will vote Thursday night to sign the IMA.</b></p> <p><b>Once both the village and town sign the agreements, we will be able to seek reimbursement from EDA.</b></p> <p><b>Staff met with the NYS Public Service Commission Staff, NYSE&amp;G, and others to clear up discrepancies in the proposed assessment of the gas line extension. Also clarified that Andela Products needs to get a permit from NYS DEC for gas utilization not the IDA.</b></p> <p><b>Anjo Construction has requested weekly meetings with Keystone, HUNT Engineering and village DPW.</b></p>

	NYSE&G has suggested that Anjo dig trenches for gas line extension to save money.
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## DA Objective ROI

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

## Partnerships

Project Partnerships	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
Post Project Partnerships	IDA, the Village, the Town and Andela Products and Ruby Lake Glass

## Grant Management

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

Grant ID	01-01-14979 - Approved
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<b>Grant Amount</b>	\$1.2 million
<b>Source Agency</b>	Federal EDA
<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 28, 2024

<b>Grant ID</b>	Project ID: 67423
<b>Grant Amount</b>	\$500,000
<b>Source Agency</b>	Appalachian Regional Commission
<b>Details</b>	To be added to EDA funding
<b>Requirements</b>	EDA must approve payments on behalf of ARC
<b>Expiration Date</b>	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	\$757,449.36		
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

## 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	???
County Loan	6/2/21	12/15/22	Determination of Need		
DEC Permit Approved	9/1/22	9/30/22	DEC permit issued.	4/29/2024	4/28/2029
DOT Permit	2/8/2024	6/1/2024	DOT permit issued.	7/3/2024	10/31/2024
NYS Department of Health	8/1/2024	9/15/2024	Permitted Needed	8/15/2024	
Construction Contract Award	6/15/2024	9/30/2024	Awarded	5/21/2024	5/21/2024
Pre-Construction Conference	5/1/23		Completed	5/28/2024	5/28/2024
Construction	4/1/24	8/28/24	Underway	7/29/2024	9/30/2024



## CEO's Report October 9, 2024

### Operations, strategic goals, and succession

**Operations:** M. Remillard 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>
- <b>Maenghwa Jo</b>	- <b>Still has an interest in working here.</b>
- <b>Working with Pyramid Brokerage</b>	- <b>Have identified company looking to expand their manufacturing and distribution.</b>
-	-
- <b>The Holland Company</b>	- <b>Oneonta Railyard</b>

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

- <b>NYS Public Service Commission met with us and is still reviewing information.</b>
- In contact with Cyndy Andela on her expansion plan.
- <b>Drawdown and Budget Modification Approved by NYS DHCR. Check issued to Ioxus for \$153,791.71.</b>

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

- <b>Placed advertisement for ED Director with NYSEDC.</b>
- <b>Placed advertisement for ED Director with NYS Department of Labor</b>
- <b>Received retirement plan comparisons from Jason Tabor</b>
- <b>Interviewed three candidates for ED Director</b>

<u>Date</u>	<u>Place</u>	<u>Meeting</u>
September 12	Oneonta	Audit and Finance Meeting
September 12	Oneonta	Projects Committee Meeting
September 17	Delhi	Meeting With Sean Clark
September 19	Oneonta	Meeting with Amanda Spellicy of Senator Schumer Office

### Correspondence Received:

- Received signed purchase offer.

### Financial Updates

- See attached financial report and statements.

### Oneonta Railyards Industrial Park

- See Charter.

### Richfield Springs Industrial Park

- See Charter.

### Proposed New Housing Development

- IDA Board approved Pilot Agreement for new housing project in Cooperstown.
- Ioxus
- Drawdown 3 was approved by NYS DHCR and Ioxus received \$153,791.71. They have reached the employment goals and the next drawdown will close out the project.

### Retirement Benefits

- Still reviewing.

### Oneonta Business Park

- A signed purchase offer has been received.
- Mike Manno has sent lot line adjustment to his attorney.

### PILOT Bills

- Staff have beset out Pilot Bills to all businesses.