

**Projects Committee Meeting
December 5th, 2024
8:00 A.M.**

Tom Armao, Chair • **Patricia Kennedy** • **Andrew Marietta**
Jeff Lord • **Craig Gelbsman** • **David Rowley** • **Cheryl Robinson** • **Tim Johnson**

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

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

Updated Information:

- **Working on Request for Proposals to clear 5 acres of property.**
- **M. Marino has been working with two potential businesses interested in the Railyards.**

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			
TOTALS	\$5,250,000	\$250,000	\$500,000	\$0

* 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	Working on Request for Proposals		
Selection of design consultant for clearance.	4/15/24	5/15/24	On Hold		

Project Overview

Project Title	Richfield Spring Eco-Business Park
Project Description	<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>
Key Objectives	<ul style="list-style-type: none"> • Prepare Site for Sale or Lease • Provide for at least 3 new businesses to relocate or expand into the Richfield Springs Business Park
Target Completion Date	Spring 2025.
Estimated Total Investment	\$2,400,000
Owner	Jody Zakrevsky
Stakeholders	Andela Products/Ruby Lakes Glass, NYS ESD
Status	Under Construction.
Project Flags/Concerns/Updates	<ul style="list-style-type: none"> - The Village of Richfield Springs and the Town of Richfield signed the MOAs for water and sewer. - All 33 Special Award Conditions of EDA have been met. - Drawdown Request to EDA was sent on 11/21/2024 for \$328,931.24. - Water hookup to Village system occurred on 11/26/2024. - Time Extension Approved until August 28, 2025. - Drawdown Request to EDA will be sent on 12/5/2024 for \$276,279.39. - The PSC is satisfied with our responses to the questions asked of us. The stumbling block is they asked additional questions of NYSEG and they are awaiting NYSEG's responses which they were supposed to receive last Wednesday. The PSC said they are prepared to put our case on the PSC consent agenda in January or February, if they are satisfied with NYSEG's responses. The PSC is aware of our construction timeline and wants to get this settled before that time.

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 28, 2025

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, 2025

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	August 28, 2025

Budget and Funding

Project Expenses	Target Amount	YTD Actual 11/25/2024	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	\$27,055.33 \$10,361.00	\$375,000 - IDA	
Construction	\$1,910,000	\$860,192.08		
Contingencies	\$313,000			
Contingencies	\$500,000			
TOTALS	\$2,400,000	\$897,608.41	\$2,400,000	

* 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	11/20/2024
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	10/25/2024
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
Contract Extension Request	5/23/2024	6/17/2024	Approved Extension until August 28, 2025	5/23/2024	11/26/2024
Construction	4/1/24	5/15/2025	Underway	7/29/2024	
PSC Approval of Gas Line	4/1/2024	5/15/2025	Awaiting NYSE&G Response to PSC		
Drawdown Request No. 1 from EDA			Pending Approval	11/21/2024	12/21/2024

CEO's Report December 2, 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 2024 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>
-	-
- Working with Pyramid Brokerage	- Have identified company looking to expand their manufacturing and distribution.
- Reached out to Chobani	

2. To ENCOURAGE businesses growth and retention

- NYSE&G has everything they need to solicit PSC.
- Sent Cyndy appraisal.
- Drawdown and Budget Modification Approved by NYS DHCR. Check issued to Ioxus for \$153,791.71.
- Working with Michelle Catan on potential expansion of business

3. To ENSURE resources for continued success

- Met with IGA Committee re: additional county funding
- Placed advertisement for ED Director with NYS Department of Labor
- Received retirement plan comparisons from Jason Tabor - Community Bank reviewing.
- Interviewed fourth candidates for ED Director

<u>Date</u>	<u>Place</u>	<u>Meeting</u>
November 14	Oneonta	Otsego now Committee Meetings
November 15	Cooperstown	Otsego County IGA Meeting
November 25	Oneonta	Meeting with ST8 re: Stadium Circle Drive
November 25	Town of Oneonta	Meeting with Town Supervisor and Planning Board Chairman
November 26	Oneonta	Meeting with Michelle Catan

Correspondence Received:

- None.

Financial Updates

- See attached financial report and statements.

Oneonta Railyards Industrial Park

- See Charter.

Richfield Springs Industrial Park

- See Charter.

Proposed New Housing Development

- Received request for Pilot Agreement for housing project at 4062 State Highway 23 West Oneonta. Still in review.

Retirement Benefits

- HR Department of Community Bank reviewing benefit packages.

Oneonta Business Park

- NYS Historic Preservation will review the Phase III Archeology Report by December 12, 2024.
- Chris Canada of Hodgson & Russ has prepared an affidavit which the CEO signed regarding all bonds that have been paid off on the property.
- Kurt Schulte is still working with Mr. Manno's attorney regarding boundary line adjusting.

2025 Budget Request

- Met with the County IGA Committee regarding our request for additional funds. The IGA Committee recommended increasing our appropriation from \$200,000 to \$225,000 for the fiscal year 2025.

- The Administration Committee of the County also recommended increasing the county committee to \$225,000 for the fiscal year 2025.

IOXUS

- Have set a 2nd public hearing to begin close out process for January 8, 2025.
- Ioxus have retained 21 positions and have made 31 new hires (net of turnover).
- Working with the Town of Oneonta to document all administrative and project delivery charges for final drawdown request as well as Ioxus to document the 31 new hires.
- Working on Federal Assistance Expenditure Document to be submitted to NYS DHCR.
- Working on completing Annual Performance Report for the Town of Oneonta.

Arcadia Energy

- We have submitted both the Oneonta Railyards and the Richfield Springs Business Park to them for them to consider building solar array in the wetlands on both sites.