

**COUNTY OF OTSEGO INDUSTRIAL DEVELOPMENT AGENCY
OTSEGO COUNTY CAPITAL RESOURCE CORPORATION**

**PROJECTS COMMITTEE
AUGUST 8, 2019
MEETING MINUTES**

CALL TO ORDER

The COIDA's and OCCRC's joint Projects Committee meeting was called to order at 9:10am at the Otsego Now offices located at 189 Main Street, Suite 500, Oneonta, New York. Committee members present were:

Patricia Kennedy
Craig Gelbsman

Jeffrey Lord
David Rowley

Also, in attendance:

STAFF

Jody Zakrevsky, **CEO**
Meaghan Marino, **Director of Finance and Administration**
Aron Zhang, **Intern**

CHAIRMAN'S REMARKS

Projects Chair, Cheryl Robinson, was absent from the meeting. As such, committee member P. Kennedy welcomed fellow board members and staff, and moved immediately into the agenda.

MEETING MINUTES

P. Kennedy requested a motion to approve the July 11th Project Committee meeting minutes. Committee members were given a draft copy of the minutes prior to the meeting for review. C. Gelbsman made a motion to approve the meeting minutes. D. Rowley seconded the motion and the motion was approved by remaining board members.

CEO REPORT OF PROJECTS

J. Zakrevsky recapped some of his activities since the July board meeting until now. He also provided members with a detailed update of some of the IDA's ongoing projects. The following topics were discussed:

- **Consolidated Funding Applications** – Three CFA’s were submitted by Otsego Now to the State. The three applications were approved by the board at the July IDA board meeting for submission. A total of 8 CFA’s were submitted from Otsego County for funding. Otsego County applications comprised only 4.7% of the entire requested funding from all NYS counties. J. Zakrevsky feels optimistic that all applications will be funded since the request from our county is so low. C. Gelbsman asked how we could increase the number of CFA applications coming from our region; and suggested asking businesses directly if they need help with the process. J. Zakrevsky explained that the IDA, along with ESD, held a CFA informational in our office that was publicized through ESD, Otsego Now, and sent to all Otsego Co. Chamber member businesses. J. Zakrevsky also spent a large portion of time discussing the CFA process at the 5 town halls that the IDA held throughout the County. J. Zakrevsky advised that he is open to suggestions on how to get more businesses, and potential businesses, involved in the CFA process.

NEW/UNFINISHED BUSINESS

- **Signage** – J. Zakrevsky showed the committee a proposal from Prolifiq for new signage in the Oneonta Business Park and the Rail Yards. The proposal included two “for sale” signs for the business park, one V-shaped sign for the edge of the business park that would be visible to cars on I-88, and one “for sale” sign for the Rail Yards. Board members were impressed with the signs and encouraged their use in both IDA-owned properties. C. Gelbsman suggested that the signs should say “shovel ready”, and several board members agreed. J. Zakrevsky advised that before we order the signs, we are still waiting for one more proposal.
- **Comptroller’s Audit** – J. Zakrevsky updated the committee on the ongoing NYS Comptroller’s office. Thus far, they have not identified an objective for their audit, but they have been focusing a great deal of time on the Rail Yards and its purchase.

EXECUTIVE SESSION

C. Gelbsman made a motion to enter executive session with board members and Otsego Now staff, under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 8:25am for the following reasons: To discuss property acquisition. The motion was seconded by J. Lord and approved by all members present. The board entered executive session at 9:40am.

No action was taken during executive session.

J. Lord made a motion to enter back into public session; P. Kennedy seconded, and all members approved. The board exited executive session at 9:53am.

ADJOURNMENT

There being no further business to discuss, P. Kennedy made a motion to adjourn the projects committee meeting at 9:54am. J. Lord seconded the motion, and it was approved by remaining members.

UPCOMING MEETING SCHEDULE

The next Projects Committee meeting will be held on September 12th, 2019 at 8:00am.