

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

**PROJECTS COMMITTEE  
MAY 14, 2020  
MEETING MINUTES**

**CALL TO ORDER**

The COIDA's and OCCRC's joint Projects Committee meeting was called to order at 8:39am at the Otsego Now offices located at 189 Main Street, Suite 500, Oneonta, New York. Committee members present were:

Cheryl Robinson  
David Rowley  
Jeffery Joyner

Andrew Marietta  
Jeffrey Lord  
Craig Gelbsman

Also, in attendance:

**STAFF**

Jody Zakrevsky, **CEO**  
Meaghan Marino, **Dir. of Finance and Admin.**

**CHAIRMAN'S REMARKS**

Projects Chair, Cheryl Robinson, welcomed committee members and staff. She spoke of the COVID-19 pandemic, and the needs for the Projects Committee to be mindful of the financial impacts this is having on our organization and on the partners that we generally work with.

**MEETING MINUTES**

C. Robinson requested a motion to approve the March 12<sup>th</sup> 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, A. Marietta 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 April 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 in greater detail:

- **Custom Electronics** – Received a drawdown request of approximately \$186,000 from HCR. As of now, they have hired 35 people and still have about 15 to add, but due to COVID-19, they are unable to interview potential employees. Because of this, J. Zakrevsky advised that we will likely extend the deadline for this grant, which he doesn't anticipate being an issue with Empire State Development. Custom Electronics has been in discussions with IOXUS, under new management, about potentially doing a joint venture, which would be a positive collaboration for our area.
- **Oneonta Rail Yards** – J. Zakrevsky advised the board that he and M. Marino had their kick-off meeting with the MRB Group and Elan Planning, who are working on a master plan update for the Oneonta Rail Yards. He'll have more updates on the plan as the work progresses and hopes to have the full plan in 60-90 days.
- **Andela Products/Ruby Lake Glass** – Although considered an essential business because of recycling, Andela Products has had to put much of their business on hold due to the COVID-19 pandemic. Their sister company, Ruby Lake Glass, has most of its contracts with big cities, who have halted most business, causing a ripple effect to Andela. In the last two weeks, there has been a resurgence of construction projects, and they signed two new contracts in Connecticut, so they have brought all of their employees back and even hired a one or two more. They are also still in discussions with a business in Holland about a collaboration. To that end, the MRB Group completed and submitted the EDA grant application on behalf of the IDA. J. Zakrevsky has had several conversations with EDA since submission, and responded to several requests they've had. He also has a call later in the day with them in regards to the budget for the project. He's optimistic that the high volume of questions/requests from EDA indicates that they are seriously considering funding this project.
- **County COVID-19 Task Forces** – Members of the board had questioned J. Zakrevsky about the activities of the County's and City of Oneonta's individual task forces to assigned to address issues related to the COVID-19 pandemic, as J. Zakrevsky is a member of both. The County Task Force has been focusing on information exchanges, such as surveys to businesses to assess their needs. Based on the most recent survey, the top need for most businesses is grant funding/financial assistance because of loss of revenues. This prompted us to have conversations with the County about repurposing their approximately \$200,000 microenterprise grant to be used for existing businesses, as opposed to start-up businesses as its generally used. The County's IGA Committee approved recommending a contract with the IDA to administer the program. This would eliminate having to hire a consulting firm, and save administrative fees, which is money that could go to local businesses. The County has been reluctant to allow the IDA to administer their grants in past years, as we are not a County agency, so J. Zakrevsky views this partnership as a very positive step. He also addressed his concerns that the \$200,000 is not nearly enough to address our local businesses needs. He noted that the County's task force is also heavily focused on marketing the County to attract businesses, tourists, and new residents once the County is opened back up. County Treasurer, Allen Ruffles, alerted the task force that the County's sales tax is down about 25%, they are expecting a 10-20% reduction in state aid, and bed tax will be down considerably this year. To addresses these losses, the County is having talks about potential lay-offs, and other budget cut measures.
- **City of Oneonta COVID-19 Task Force** – The City's COVID-19 task force has been broken down into several committees, including finance, infrastructure, marketing, and a website that provides providing resources for both the City and the entire County during the pandemic. Within this task force, there have been several discussions about closing Main Street and allowing the

restaurants and retail shops to take over the street for customers. However, there are concerns about doing this and hard to plan for reopening when there has been little guidance of how to do so. The City Task Force, and the IDA separately, have both been strategizing about ways to market the area to downstate and out-of-state residents. To that end, J. Zakrevsky reached out to Sweet Home Productions (SHP) for a proposal on how they could help, and spoke on the type of people we would like to advertise to, and the aspects of our County that we would like to promote. T. Armao suggested reaching out to other marketing companies in the County, and to make sure the marketing focuses on the entire County and not just Oneonta/Cooperstown. There was a brief discussion on ideas surrounding a marketing campaign. Project Committee members agreed on the short-term need of a Marketing Committee. C. Robinson requested that anyone interested in helping should email J. Zakrevsky.

### **NEW/UNFINISHED BUSINESS**

There was no new or unfinished business to attend to.

### **ADJOURNMENT**

There being no further business to discuss, D. Rowley made a motion to adjourn the projects committee meeting at 9:21am. J. Lord seconded the motion, and it was approved by remaining members.

### **UPCOMING MEETING SCHEDULE**

The next Projects Committee meeting will be held on June 11<sup>th</sup>, 2020 at 8:00am.