

ONONDAGA CIVIC DEVELOPMENT CORPORATION
Annual Meeting Minutes
March 11, 2021

The Annual meeting of the Onondaga Civic Development Corporation was held on Wednesday, March 11, 2021 333 West Washington Street, Syracuse, New York, 13202, via Zoom Teleconference.

Michael LaFlair called the meeting to order at 8:42 am with the following:

PRESENT:

Michael LaFlair
Alison Miller
Gerald Albrigo
Mitchell Latimer
Kevin Kuehner

ABSENT:

Kimberly Townsend

ALSO PRESENT:

Robert Petrovich, President/CEO
Carolyn Evans-Dean, Secretary
Nate Stevens, Treasurer
Karen Doster, Recording Secretary
Chris Andreucci, Harris Beach Law Firm
Michael Lisson, Grossman St. Amour CPAs
Mark Ciaralli, Grossman St. Amour CPAs

APPROVAL OF ANNUAL MEETING MINUTES – MARCH 18, 2020

Upon a motion by Mitch Latimer, seconded by Alison Miller, the OCDC Board approved the regular meeting minutes of March 18, 2020. Motion was carried unanimously.

ELECTION OF OFFICERS

Robert Petrovich stated interim should be removed.

Upon a motion by Mitch Latimer, seconded by Gerald Albrigo, the OCDC Board approved a resolution appointing the Officers of the Corporation as follows: Robert Petrovich -Freedom of Information Act Officer, Michael LaFlair-Freedom of Information Act Appeals Officer, Carolyn Evans-Dean-Public Hearing Officer and Nate Stevens-Procurement Officer. Motion was carried unanimously.

APPROVAL OF COMMITTEE MEMBERS

Upon a motion by Gerald Albrigo, seconded by Mitch Latimer, the OCDC Board approved a resolution appointing committee members of the Corporation as follows: Audit Committee – Michael LaFlair (Chair), Mitchell Latimer and Kevin Kuehner; Finance Committee – Alison Miller (Chair), Gerald Albrigo and Kimberly Townsend; Governance Committee – Gerald Albrigo (Chair), Mitchell Latimer and Kevin Kuehner. Motion was carried unanimously.

REVIEW AND APPROVE 2020 ANNUAL AUDIT

Michael LaFlair stated the auditors found no outstanding issues, no noncompliance items and no material weaknesses. He asked Chris Andreucci if the audit should be presented again. Chris Andreucci stated that everyone on this call was on the Audit Committee call.

Mike LaFlair stated everyone in attendance for the Annual Meeting was on the call for the Audit Committee meeting and no issues were found.

Upon a motion by Alison Miller, seconded by Kevin Kuehner, the OCDC Board approved a resolution accepting the 2020 Annual Audit of the Onondaga Civic Development Corporation. Motion was carried unanimously.

REVIEW AND APPROVE 2020 ANNUAL REPORT

Carolyn Evans-Dean stated 2020 was a good year despite the pandemic. She stated the Board rose to the challenges of the Covid environment and were able to create bridge loans to assist businesses with obtaining funds to offset the issues and problems posed by the pandemic. She stated the bridge loan program was created on April 16, 2020 and the loans were essentially extended to the borrowers on May 14 so that was a quick turnaround for creating a program and executing it. She stated there was also the outdoor dining program to assist restaurants in extending their outdoor season. She stated there were several grants that occurred during that time. She stated G & C Foods has previously been approved a grant and they came back to invest in their employees through the Employee Productivity Program. She stated there was the SUNY Upstate bond

inducement and the SUNY ESF algae bloom study. She also stated some property was sold. She stated one of the things that staff tried to do better this year was to close outstanding grants and follow up to make sure we were being responsible for the funds. She stated we were able to close a grant for CenterState CEO's Community Prosperity Initiative and Hack Upstate's Careers in Code which was the program that trained people to be coders for designing programming. She stated a grant was issued to Syracuse Onondaga County Planning Agency to fund GIS software upgrades to the GIS on the web program which is really used a lot in the community. She stated OCDC had a great year and despite the pandemic we got a lot done.

Michael LaFlair asked with the weather getting better and some things are changing with restaurants if there is any thought to make another push with regards to the funding available for restaurants still struggling. Carolyn Evans Dean stated she is not sure and it is hard to say right now. She stated she thinks most of the restaurants are looking ahead to having the full open type of environment they were able to have in past years with outdoor dining being an add on.

Robert Petrovich stated he believes the Governor is loosening up the restrictions on capacity so we are moving to 75% in the near future. He stated he would imagine as more and more people become vaccinated or the vaccination program becomes more wide spread that he would not be surprised to see us at 100% capacity in restaurants in the near future. He stated he thinks that is the general consensus given where we are at.

Michael LaFlair stated his concern even with the 75% is if the 6 foot distancing is still an issue, going from 50% to 75% is meaningless because they still have to have 6 foot distance with a barrier. He stated he thinks there are still going to be some struggles. He stated even at 100% if you have 100 square feet of space, you still need 6 feet so it isn't going to increase capacity per say. Robert Petrovich stated staff will monitor the situation.

Alison Miller stated as part of the stimulus plan there is \$35 billion allocated specifically to restaurants in the form of grants. She stated it is a substantial program.

Upon a motion by Mitch Latimer, seconded by Kevin Kuehner, the OCDC Board approved a resolution accepting the 2020 Annual Report of the Onondaga Civic Development Corporation. Motion was carried unanimously.

REVIEW/APPROVE GOVERNANCE COMMITTEE REPORT

Carolyn Evans-Dean stated the Governance Committee met in 2020 and there were no issues found with the way in which we conduct business. She stated all the requirements were met.

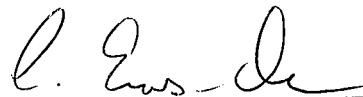
Robert Petrovich stated a summary of the Governance Report is contained in the Annual Meeting packet for reference purposes.

Upon a motion by Kevin Kuehner, seconded by Alison Miller, the OCDC Board approved a resolution accepting the report of the Governance Committee. Motion was carried unanimously.

ACCOUNTS AND SIGNATURE AUTHORIZATION

Upon a motion by Mitch Latimer, seconded by Gerald Albrigo, the OCDC Board approved a resolution authorizing accounts and signature authority to the Chairperson, President/CEO, Treasurer and Secretary of the Onondaga Civic Development Corporation. Motion was carried unanimously.

Upon a motion by Kevin Kuehner, seconded by Mitch Latimer, the OCDC Board adjourned the meeting at 8:54 am. Motion was carried unanimously.



Carolyn Evans-Dean, Secretary