

ONONDAGA CIVIC DEVELOPMENT CORPORATION
Audit Committee Meeting
March 7, 2022

An Audit Committee meeting of the Onondaga Civic Development Corporation was held on Thursday, March 7, 2022 at 333 West Washington Street, Syracuse, New York, 13202.

Michael LaFlair called the meeting to order at 9:00 AM with the following:

PRESENT:

Michael LaFlair
Kevin Kuehner

ABSENT:

Alison Miller

ALSO PRESENT:

Robert M. Petrovich, President/CEO
Carolyn Evans-Dean, Economic Development
Nate Stevens, Treasurer
Karen Doster, Recording Secretary
Christopher Andreucci, Harris Beach
Mike Lisson, Grossman St. Amore PLLC

APPROVAL OF AUDIT COMMITTEE MEETING MINUTES – NOVEMBER 18, 2021

Upon a motion by Kevin Kuehner, seconded by Michael LaFlair, the OCDC Audit Committee approved the meeting minutes of November 18, 2021. Motion was carried.

REVIEW AND DISCUSS 2021 FISCAL YEAR AUDIT

Mike Lisson gave brief presentation. He stated they have required communications they do every year and those have not changed much in the past year. He stated this is the first time the audit opinion has changed in many years and it changed to make it easier for the average user to understand and read. He stated it talks about the scope of the timing of the audit with the audit committee back in the November timeframe. He stated significant risks to the audit disclosure is something new and they have to spend more time on this. He stated they look at project fees, revenue recognition and service contracts. He stated the majority of OCDC's revenue are for project fees. He stated Onondaga Free Library was \$20,000 and Lemoyne was \$112,000 totaling \$132,500 in project fees that came in. He stated bond debt is disclosed in the footnotes called conduit debt. He stated even though the name of the debt says OCDC it is not actually payable

by OCDC; it is repayable by Lemoyne and the library. He stated loan loss reserve is looked at and tested and is consistent with last year and is adequate. He stated there are some loans that are not being paid timely related to Covid. He stated management is working through those and they believe the loan loss reserve is more than adequate to cover that. He stated there is a new loan this year for \$250,000 for Syracuse Studios which represents a forgivable loan. He stated once they meet the terms and conditions of the loan agreement it will be forgiven next year but it sits as a loan receivable. He stated the County contract this year is about \$110,000 fee allocated from the office to OCDC that will be repaid. He stated Grossman St. Amour prepares the financial statements, tax returns and I90 but they are independent of that. He stated the audit was an unmodified clean audit opinion. He stated most of the information is consistent with previous years other than notes updated for current information. He stated OCDC has a strong cash position of about \$710,000 and the Airpark has about \$519,000. He stated the loan receivables is \$246,000. He stated the net position is \$1,388,000 and is OCDC and the airpark combined. He stated OCDC has \$871,580 and the Airpark has \$560,801. He stated it is broken out separately because the airpark is restricted for airpark operations versus OCDC is used for not for profit. He stated the lease payment comes through as \$61,000 but half of that is being reimbursed by OCIDA. He stated there are four service contracts outstanding and are further disclosed in schedule I of the 990. He stated OCDC approved all the contracts. He stated there are no internal controls to report to the Audit Committee. He stated there are no major changes to the 990 this year. He stated the audit went well, no difficulties and management was great to work with.

Upon a motion by Kevin Kuehner, seconded by Michael LaFlair, the OCDC Audit Committee approved a resolution recommending Board approval of the 2021 Audit of the Corporation. Motion was carried unanimously.

Upon a motion by Kevin Kuehner, seconded by Michael LaFlair, the OCDC Audit Committee adjourned the meeting at 9:09 am. Motion was carried unanimously.


Nancy Lowery, Secretary