

ONONDAGA CIVIC DEVELOPMENT CORPORATION
Regular Meeting Minutes
April 16, 2020

The Regular meeting of the Onondaga Civic Development Corporation reconvened on Wednesday, April 16, 2020 via Zoom Teleconference.

Matthew Marko called the meeting to order at 4:14 pm with the following:

PRESENT:

Matthew Marko
Michael LaFlair
Alison Miller
Gerald Albrigo
Mitch Latimer
Kimberly Townsend

ABSENT:

James Jordan

ALSO PRESENT:

Robert M. Petrovich, President/CEO
Carolyn Evans-Dean, Secretary
Karen Doster, Recording Secretary
Chris Andreucci, Harris Beach Law Firm
Mike Lisson, Grossman St. Amour PLLC
Eric Smith, SUNY Upstate

APPROVAL OF REGULAR MEETING MINUTES MARCH 18, 2020

Chris Andreucci stated he should be added as an attendee at the March meeting.

Matthew Marko stated Kimberly Townsend is having trouble connecting and asked Chris Andreucci if it is ok to move forward. Chris Andreucci stated yes and there are enough votes to approve the meeting minutes without Kimberly Townsend's vote.

Upon a motion by Michael LaFlair, seconded by Mitchell Latimer, the OCDC Board approved the regular meeting minutes of March 18, 2020 with the correction adding Chris Andreucci as Also Present. Kimberly Townsend unable to vote due to poor connection. Motion was carried unanimously.

TREASURER'S REPORT

Nate Stevens gave brief review of the Treasurer's Report for the month ending March 2020.

Upon a motion by Gerald Albrigo, seconded by Michael LaFlair, the OCDC Board approved the Treasurer's Report for the month of March 2020. Motion was carried unanimously.

PAYMENT OF BILLS

Nate Stevens gave a brief review of the Payment of Bills, Schedule #88.

Upon a motion by Michael LaFlair, seconded by Alison Miller, the OCDC Board approved the Payment of Bills scheduled #88 with General Expenses being \$27,653.03. Motion was carried unanimously.

CONFLICT OF INTEREST

Nate Stevens stated that a Conflict of Interest Statement will be emailed to each person to attest they have no conflict with the agenda items.

Matthew Marko asked for the list of companies included on today's agenda to be read for the Board to verify no conflicts of interest or identify the potential conflicts of interest.

Robert Petrovich read the list of companies for the Board:

Syracuse Trailer Services Leasing

Brasserie in Township 5

Chimera Integrations

FYzical

Rev Fit Training Center

Syracuse Fence

Nesticos Too

Upstate Imports Auto Repair - Baldwinsville

Quality Home Cleaning

Rise and Grind Café

Triple R Concrete Contractors

Nate Stevens read the roll call to identify no conflicts of interest:

Michael LaFlair – No conflicts

Matthew Marko – No conflicts

Kimberly Townsend – No conflicts

Mitch Latimer – No conflicts

Alison Miller – No conflicts

Gerald Albrigo – No conflicts

AWARD OF BRIDGE LOANS TO SMALL BUSINESSES LOCATED WITHIN ONONDAGA COUNTY.

Robert Petrovich stated we are in the COVID-19 crisis and as part of that crisis a number of small businesses in Onondaga County, outside of the City of Syracuse, are experiencing financial challenges. He stated that in an effort to try to respond to those financial challenges, the Onondaga County Office of Economic Development and Onondaga County Executive McMahon have suggested that the OCDC Board entertain a program to provide some short-term bridge loan relief to local businesses. He further stated that the Economic Development staff has put together a program whereby bridge loans would be afforded to particular businesses in the County that met our review criteria. He stated the criteria was principally driven by location in the County and the ability to apply for SBA funding under the CARES act. Mr. Petrovich stated that an application would be submitted to OCDC for review and that each application was reviewed based upon the previously mentioned criteria with an emphasis being placed on providing relief to employers providing full-time employment to a minimum of 3 employees or more. He stated that the maximum loans available would be \$25,000 and if the criteria of applying to SBA affected potentially an outcome under the Emergency Grant Program that was deducted from their loan request driven also by employment. 11 companies have met the established criteria and before the Board is a resolution to approve the ability to extend loans to them. Mr. Petrovich said that staff


is requesting that authorization. He stated upon the approval of this resolution, staff will reach out to these companies and ask if they are still interested in receiving this type of no interest loan. The loans require repayment to OCDC upon release of SBA funds. In the event that a business receives a denial from the SBA, the loan carries a maximum term of 12 months. He stated we used the services of our Counsel, Chris Andreucci from Harris Beach, to development a loan agreement, promissory note and personal guarantee. He stated the application includes a stipulation that any information they are providing is true and accurate as put forward by the applicant.

Matthew Marko stated to Robert Petrovich that the explanation was very well done. He asked the Board if there were any questions.

Matthew Marko stated he thinks this is a great service the county is providing and he appreciates the boundaries that staff and the legal team have put on the program. Furthermore, he stated that the information that was provided to the board members to explain the process is the very reason that there were so few questions. He thanked the staff for doing the work in a thorough and timely manner.

Upon a motion by Alison Miller, seconded by Mitch Latimer, the OCDC Board approved the resolution authorizing the extension of bridge loans to businesses that meet the screening process criteria for the COVID-19 Bridge Loan program. Motion was carried unanimously.

Upon a motion by Alison Miller, seconded by Michael LaFlair, the meeting was adjourned at 4:31 pm. Motion was carried unanimously.



Carolyn Evans-Dean, Secretary