

ONONDAGA CIVIC DEVELOPMENT CORPORATION
Regular Meeting Minutes
April 5, 2018

The Regular meeting of the Onondaga Civic Development Corporation was held on Thursday, April 5, 2018 at 333 West Washington Street, Syracuse, New York, 13202, in the large conference room on the 1st floor.

Ben Dublin called the meeting to order at 8:33 am with the following:

PRESENT:

Ben Dublin
Matthew Marko
Ravi Raman
Richard Zaccaria

ABSENT:

Alison Miller
Dennis Duval
Michael LaFlair

ALSO PRESENT:

Julie Cerio, President/CEO
Brian Bartlett, Secretary
Nate Stevens, Treasurer
Karen Doster, Recording Secretary
Isabelle Harris, Office of Economic Development
Quante Wright, Office of Economic Development
Chris Andreucci, Harris Beach via conference call
Sheena Solomon, Near Westside Initiative Inc.

APPROVAL OF REGULAR MEETING MINUTES MARCH 8, 2018

Upon a motion by Matthew Marko, seconded by Ravi Raman, the OCDC Board approved the regular meeting minutes of March 8, 2018. Motion was carried unanimously.

TREASURER'S REPORT

Nate Stevens gave a brief review of the Treasurer's Report for the month of March 2018.

Upon a motion by Ravi Raman, seconded by Richard Zaccaria, the OCIDA Board approved the Treasurer's Report for the month of March 2018. Motion was carried unanimously.

PAYMENT OF BILLS

Nate Stevens gave a brief review of the Payment of Bills Schedule #71.

Ben Dublin asked if it was discussed moving some of the routine monthly bills so we don't need a monthly resolution to pay them. Julie Cerio stated she believes we decided staff could pay the bills and retroactively ask for approval to avoid late payment. Chris Andreucci stated the Board should adopt something in January saying the routine bills can be paid.

Matt Marko asked if it should be done at the Annual Meeting. Chris Andreucci stated yes.

Ben Dublin stated let's do that at the next meeting for the rest of the year covering rent, Time Warner Cable, Toshiba and parking. Brian Bartlett stated he recalls a resolution being passed in 2017 but he will look into it.

Upon a motion by Matthew Marko, seconded by Ravi Raman, the OCDC Board approved the Payment of Bills scheduled #72 with General Expenses being \$22,901.33. Motion was carried unanimously.

CONFLICT OF INTEREST

The Conflict of Interest was circulated and there were no comments.

NEAR WEST SIDE INITIATIVE INC.

Julie Cerio stated a few years ago the Board voted to help fund the West Side Initiative Theater project providing \$150,000 and the first \$50,000 was paid out. She stated there was a change of leadership and some new plans. She stated a new contract is needed because this one is expired.

Sheena Solomon stated she has been the Board President of the West Side Initiative since January 2017 starting as interim president and became the official Board President in January

2018. She stated \$150,000 was granted by OCDC in May 2015 and the contract expired December 31, 2017. She stated the project took more time than expected. She stated they received a \$1.5 million DASNY grant from the State and that took about 2 years to sign the contract. She stated they just received that in 2017 and worked on getting a line of credit from Pathfinder Bank because the grant is a reimbursable grant. She stated all of those things need to come in conjunction in order to start the theater project but it has been started. She stated the parking lot next door will be converted to 150 parking lot spaces and a performance space for the community called Performance Park.

Matthew Marko asked if the performance space will be outside. Sheena Solomon stated yes.

Sheena Solomon stated in order to make the project happen they had to purchase the 100 block of Marcellus Street and they recently closed on that in 2018. She stated they are waiting for City of Syracuse permit approval so construction can start. She stated they received theater permits and the steel is up and they are currently in the drawing phase. She stated an arts committee was brought together. She stated for a while CNY Arts was not at the table when they were supposed to be and she has reengaged them. She stated Steve Butler is on a proposal to the Near West Side Initiative so he can consult them on how the theater can be set up and run to make sure it continues to bring in revenue. She stated the construction of the theater is still the same but has taken a bit more time. She stated there wasn't much community engagement around the project because of lack of leadership. She stated they have gone from a 25 member board to a 12 member board with more residents on the board to get more community input. She stated they are trying not to duplicate what Redhouse and Syracuse Stage are doing but have something more community focused to help the grassroots theater groups who don't have a home.

Matthew Marko stated he works for the DEC near the West Side and was formerly involved in Save the Rain with involvement with their buildings, property, Marcellus Street project and Performance Park and was wondering where this stood. He stated they are down to a board of 12 and asked how many staff involved in the Near West Side Initiative are from Syracuse University. Sheena Solomon stated none. She stated the West Side Initiative was under the University and all of the staff was paid by SU. She stated the West Side Initiative has always been its own 501-c-3 standalone organization but run by SU staff. She stated when the transition happened SU staff no longer provided them staffing support. She stated they have signed a

services agreement with Home Headquarters to help hire a director. She stated they pay Home Headquarters for their services and pay the director. She stated the director will have access to Home Headquarters for administrative staff, marketing, grant writing, management compliance support so that person has the support. She stated the west Side Initiative never had staff but they did have but they do have consultants for project development, management of their building spaces because they have commercial tenants and residential tenants and bookkeeping.

Matthew Marko stated he has been a fan of this project since it kicked and have his full support.

Brian Bartlett asked what the total project budget. Sheena Solomon stated it is about \$2,000,000.

Richard Zaccaria asked if there is a completion date. Sheena Solomon stated they are hoping to have it complete by end of 2018.

Ben Dublin asked if we the Board needs to take any action today. Julie Cerio stated the contract required that West Side Initiative come and provide an update and we are going to redo the contract to change the dates for an extension of time. .

Julie Cerio asked Chris Andreucci if we need a resolution to change the dates. Chris Andreucci stated the Board should approve the extension for 24 months.

Upon a motion by Matthew Marko, seconded by Ravi Raman, the OCDC Board approved a resolution to extend the Near West Side Imitative Inc. contract for 24 months. Motion was carried unanimously.

HANCOCK AIRPARK

Ben Dublin stated this is a building that we have been leasing to Addcom for many years and we have received a purchase offer from Helping Hounds.

Julie Cerio stated OCDC manages the Hancock Airpark for the County and we have been selling parcels since we took over. She stated the company in the building currently is moving to another parcel on the airpark and will start to build when the snow stops.

Richard Zaccaria asked if this is the old Hancock Airbase portion. Julie Cerio stated yes.

Julie Cerio stated Helping Hounds, currently in DeWitt, are looking to purchase the building. She stated we had a purchase offer and made a few changes and now they have to go before their Board. She stated it is all good news.

Upon a motion by Richard Zaccaria, seconded by Matthew Marko, the OCDC Board approved a resolution approving the sale of the property at 7268 Caswell Avenue, North Syracuse, NY and the sub-division/lot line adjustment allocating up to one acre of land from the lot at 7280 Caswell Avenue, North Syracuse, NY and authorizing the execution and delivery of the documents in connection therewith. Motion was carried unanimously.

LANDSCAPING SERVICES RESOLUTION

Ben Dublin asked if this is for land we still own. Brian Bartlett agreed and stated it is for the whole park. He stated 3 bids were sent out and we received one response. He stated the response included added fees for snow plowing damage but is actually property that Addcom owns so we are taking out \$1,700 making it a total of \$10,659.40 for the contract.

Ben Dublin stated there was only one response out of 3 bids. Brian Bartlett stated yes. Nate Stevens stated we did get an email confirmation for the two other vendors they received it.

Ben Dublin asked if the price is consistent. Brian Bartlett stated they have done the airpark for years and they have their headquarters in the airpark so they take pride in it looking good. Julie Cerio stated they do a good job and never have any complaints.

Matthew Marko asked if we will have this cost indefinitely even if we sell all the properties. Ben Dublin stated it is a grey area. Julie Cerio stated we are managers and there are common areas that will always be there.

Ben Dublin stated we should think about that in the long run because if we have no other action out there it wouldn't make sense for us to maintain it. He stated maybe it's not an issue now but it is going to be.

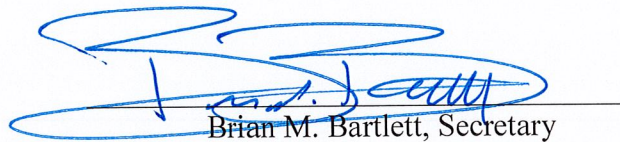
Ravi Raman stated they could make a common area charge and split it.

Matthew Marko asked how many total properties are there to divide the cost by. Brian Bartlett stated about 15. Matthew Marko stated it would be under \$1,000 so they could create an association and everybody pitches in to cover the cost.

Julie Cerio asked Chris Andreucci to think about this. Chris Andreucci stated they will have to agree to that but whether they will. He stated they already bought it and we would be going after them after the fact. He stated we should put that on as an item for discussion.

Upon a motion by Ravi Raman, seconded by Richard Zaccaria, the OCDC Board approved a resolution awarding the landscaping services contract for the Hancock Airpark to Custom Lawn Scapes. Motion was carried unanimously.

Upon a motion by Ravi Raman, seconded by Ben Dublin, the OCDC Board adjourned the meeting at 8:34 am. Motion was carried unanimously.


Brian M. Bartlett, Secretary