

**ONONDAGA CIVIC DEVELOPMENT CORPORATION**  
**Regular Meeting Minutes**  
**September 6, 2022**

The Regular meeting of the Onondaga Civic Development Corporation convened on Monday, September 6, 2022 at 333 West Washington Street, Syracuse, New York, 13202 in the large conference room on the 1<sup>st</sup> floor.

Michael LaFlair called the meeting to order at 8:36 am with the following:

**PRESENT:**

Michael LaFlair  
Mitch Latimer  
Kimberly Townsend  
Kevin Kuehner  
Virginia Biesiada O'Neill

**ABSENT:**

Alison Miller  
Vincent Cioci

**ALSO PRESENT:**

Robert M. Petrovich, President/CEO  
Nancy Lowery, Secretary  
Nate Stevens, Treasurer  
Karen Doster, Recording Secretary  
Christopher Andreucci, Harris Beach  
Karen Doster, Recording Secretary  
Alexis Rodriguez, Office of Economic Development  
Matt Pelligra, Office of Economic Development  
Carrie Wojtaszek, Galaxy Media

APPROVAL OF REGULAR MEETING MINUTES – JUNE 7, 2022

Upon a motion by Mitch Latimer, seconded by Virginia Biesiada O'Neill, the OCDC Board approved the regular meeting minutes of June 7, 2022. Motion was carried unanimously.

TREASURER'S REPORT

Nate Stevens gave a brief review of the Treasurer's Report for the month ending May 2022.

Upon a motion by Virginia Biesiada O'Neill, seconded by Mitch Latimer, the OCDC Board approved the Treasurer's Report for the month ending August 2022. Motion was carried unanimously.

## PAYMENT OF BILLS

Nate Stevens gave a brief review of the Payment of Bills, Schedule #104.

Upon a motion by Mitch Latimer, seconded by Virginia Biesiada O'Neill, the OCDC Board approved the Payment of Bills scheduled #104 with General Expenses being \$39,446.35. Motion was carried unanimously.

## CONFLICT OF INTEREST

Karen Doster did a roll call asking Board Members and staff to recognize any conflicts. There were no conflicts.

## NEW BOARD MEMBER WELCOME

Postponed to October 2022 meeting.

## CANINE CARNIVAL

Carrie Wojtaszek stated they are excited to be doing the Canine Carnival once again. She stated Wayne Maher is coming back to the community where he spent so many years because he started this years ago in memory of his mom. She stated they are bringing it back to Jamesville Beach on Saturday, September 17. She stated the request started at \$20,000, then tiered it down to \$10,000 and now they are at the \$5,000 level with the goal that they go out and find private businesses that will step up to the plate and help fund the event. She stated the money they make from the event is donated back to local nonprofit and local shelters. She stated they plan to do that again this year. She stated last year they were able to bring in a new partner, Staff Works for \$7,500. She stated they went back to them, explained they needed more funding and they were able to raise their funding to \$10,000 this year. She stated they are slowly replacing any of the funding they have received from the county in hopes that someday they can replace all of it. She stated obviously coming out of the Covid world and various different reasons it is taking a little longer than they had hoped. She stated the ask this year is \$5,000 and the money is going toward underwriting the event for the community.

Upon a motion by Virginia Biesiada O’Neill, seconded by Mitch Latimer, the OCDC Board approved a resolution approving the Economic Growth Funds application in the amount of \$5,000 to the Canine Carnival. Motion was carried unanimously.

HANCOCK AIR PARK-LAWN AND LANDSCAPE CONTRACT UPDATE

Robert Petrovich stated this is a cleanup item for the Board. He stated we have an annual contract that acquires common area mowing and maintenance at the Hancock Airpark. He stated as opposed to letting it go wild we executed a contract with a vendor who has provided service in the past at a price commensurate with past activities. He stated this is an information item and an update to the Board.

Nate Stevens stated it was \$10,204 and 3 vendors were solicited for the work.

Robert Petrovich stated this is a post activity ratification. He asked counsel if a retroactive resolution is needed. Chris Andreucci stated it should be reflected in the minutes that the Board has no problem with this and it ratifies the decision that they followed the procurement policy and this was the only result.

Upon a motion by Mitch Latimer, seconded by Virginia Biesiada O’Neil, the OCDC Board approved the ratification of the execution and delivery of the landscaping contract at the Hancock Airpark. Motion was carried unanimously.

Mike LaFlair adjourned the OCDC meeting at 8:39 am. Motion was carried unanimously.

  
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Nancy Lowery, Secretary