

ONONDAGA CIVIC DEVELOPMENT CORPORATION
Regular Meeting Minutes
July 9, 2015

The Regular meeting of the Onondaga Civic Development Corporation was held on Thursday, July 9, 2015 at 333 West Washington Street, Syracuse, New York, 13202, in the large conference room on the 1st floor.

Cydney Johnson called the meeting to order at 8:31 am with the following:

PRESENT:

Cydney Johnson
Len Manfrates
Alison Miller
Ben Dublin

ABSENT:

Ravi Raman
Matthew Marko

ALSO PRESENT:

Julie Cerio, President/CEO
Honora Spillane, Secretary
Karen Doster, Recording Secretary
Steven Coker, Office of Economic Development
Robert Shaw, Roberts Office Furniture Concepts
Dan Fitzpatrick, Onondaga County Legislature

APPROVAL OF REGULAR MEETING MINUTES – JUNE 11, 2015

Upon a motion by Ben Dublin, seconded by Leonard Manfrates, the OCDC Board approved the regular meeting minutes of June 11, 2015. Motion was carried unanimously.

TREASURER’S REPORT

Honora Spillane gave a brief review of the Treasurer’s Report for the month of June 2015.

Upon a motion by Alison Miller, seconded by Ben Dublin, the OCDC Board approved the Treasurer’s Report for the month of June 2015. Motion was carried unanimously.

PAYMENT OF BILLS

Honora Spillane gave a brief review of the Payment of Bills Schedule #051.

Upon a motion by Alison Miller, seconded by Ben Dublin, the OCDC Board approved the Payment of Bills, Schedule #051 with General Expenses being \$287,681.55 and marketing expenses being \$1,325.98. Motion was carried unanimously.

CONFLICT OF INTEREST

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

LEMOYNE COLLEGE PROJECT

Chris Andreucci stated that this is the final authorizing resolution for LeMoyne. He stated that the public hearing is tomorrow and they intend to post the official statement tomorrow which will commence the marketing period. He stated that they are looking to price the bonds on July 21, pre-close on July 29 and close on July 30.

Upon a motion by Alison Miller, seconded by Ben Dublin, the OCDC Board approved a resolution authorizing the issuance, execution, sale and delivery of the Onondaga Civic Development Corporation's revenue bonds, Series 2015 (LeMoyne College Project) in one or more series and in an aggregate principal amount not to exceed \$15,000,000 and the execution and delivery of related documents. Motion was carried unanimously.

ROBERTS OFFICE FURNITURE CONCEPTS

Richard Shaw stated that he is the COO at Roberts Office Furniture. He stated that they are a family owned business that has been in Syracuse for 22 years. He stated that they remanufacture steel case office furniture. He stated that Wegman's is their number one customer. He stated that there are about 3,000 companies in the United States that sell office furniture and 2 that have been certified by the remanufacturing institute. He stated that a company vacates a building; they send a truck and will bring all the product back. He stated that it doesn't hit the landfill. He stated that they tear it apart and remanufacture it. He stated that when it leaves it is as good as new and is built to OEM specs. He stated that they warranty as OEM would. He stated that they have about 33 employees and they have grown. He stated that over the past 10 years the company has been about a \$2,200,000 revenue company. He stated that he joined the firm about

18 months ago and it was in distress and he was able to make it grow by focusing back to its roots as a manufacturer versus retail. He stated that it grew about 10% and restored profitability. He stated that they brought in a new bank and expanded their credit. He stated that they have been able to retain the 33 employees. He stated that they have more work than they can handle which is a positive. He stated that the average person has been at Roberts for about 5 years but there have been a few that have been 12-13 years who are supervisors. He stated that when he looks at the opportunities to grow the business, sheer effort is not going to get it done so they worked with CNY TDO and made recommendations. He stated that they want to get some training for the supervisors to train their folks. He stated that are great at what they do but unable to train the folks that work with them. He stated that the 2nd half is a lean transformation and he has seen what lean can do. He stated that there is about 60,000 square feet of inventory and there are better ways to run the factory. He stated that he believes that they have potential to add another 10 to 15 employees in the next 2 to 3 years.

Leonard Manfrates asked if it is retail. Richard Shaw stated that the company has historically been just manufacturing but in 2012 they decided to get into retail. He stated that they spent a lot more money than they should have to build a retail presence. He stated that they couldn't afford to be in that space and sales never increased. He stated that they have 5,000 square foot showroom and they have 2 or 3 sales folks that go out and knock on doors. He stated that there is a little bit of retail and a little bit of walk in but it is really knocking on doors and using relationships they have.

Honora Spillane stated that it is a remarkable facility and what they get in and what they turn out is amazing. Richard Shaw stated that 94% of their stuff is post-consumer waste and never hits a landfill. He stated that it is very green.

Upon a motion by Leonard Manfrates, seconded by Ben Dublin, the OCDC Board approved a resolution approving an Employee Productivity Service Contract with Roberts Office Furniture Concepts of \$12,500 to fund up to 50% of the cost of training 30 employees and authorizing the signing of all related documents by an officer of the Corporation. Motion was carried unanimously.

HANCOCK AIRPARK LAND SALE

Honora Spillane stated that OCDC manages the Hancock Airpark and we have a prospective buyer. She stated that Syracuse Label has come to OCIDA for benefits and would like to buy 5.2 acres. She stated that we have gone through a subdivision process and we are ready to move forward with the sale.

Leonard Manfrates asked if they are going to build. Honora Spillane stated that they are going to build a 50,000 square foot building moving their operations from Liverpool.

Cydney Johnson asked how much the price per acre is. Honora Spillane stated \$30,000 per acre.

Ben Dublin stated that once the property is gone except for the 2 tenants OCDC will be out of the business. Honora Spillane stated that there are some things to wind up eventually when we sell everything but we still have a handful of parcels to sell.

Julie Cerio stated that we have people interested in a few parcels. She stated that we will have a hard time with one parcel so maybe we can discount it to get rid of it.

Cydney Johnson asked if this will be our first sale. Honora Spillane stated yes.

Upon a motion by Alison Miller, seconded by Leonard Manfrates, the OCDC Board approved a resolution approving a sale of approximately 6 acres at the Hancock Airpark and authorizing the signing of all related documents by an officer of the Corporation.

Upon a motion by Ben Dublin, seconded by Leonard Manfrates, the OCDC Board adjourned the meeting at 8:50 am. Motion was carried unanimously.



Honora Spillane, Secretary