

**ONONDAGA CIVIC DEVELOPMENT CORPORATION**  
**Regular Meeting Minutes**  
**July 21, 2016**

The Regular meeting of the Onondaga Civic Development Corporation was held on Thursday, July 21, 2016 at 333 West Washington Street, Syracuse, New York, 13202, in the large conference room on the 1st floor.

Leonard Manfrates called the meeting to order at 8:29 am with the following:

**PRESENT:**

Ben Dublin  
Leonard Manfrates  
Ravi Raman  
Matthew Marko

**CONFERENCE CALL IN**

Dennis DuVal

**ABSENT:**

Alison Miller  
Michael LaFlair

**ALSO PRESENT:**

Julie Cerio, President/CEO  
Steve Coker, Secretary  
Karen Doster, Recording Secretary  
Chris Andreucci, Harris Beach  
Bill Olschewske, VNA Homecare  
Nicholas J. Pirro, Canine Carnival  
Jennifer Jackson Donahoe, Feldmeier Equipment

VNA HOMECARE

Bill Olschewske stated VNA was awarded \$12,500 and used \$5,833.90. He stated they contracted with VDI which is a national company to provide management training but the person taking them through the various modules left the company. He stated it took them longer than expected to find a replacement. He stated approximately 42 managers are going through the sessions and are ¾ of the way through. He stated they like to submit a 2nd voucher for \$5,833.90 leaving a balance of \$832. He is asking the Board for VNA to get an extension.

Upon a motion by Ravi Raman, seconded by Matthew Marko, the OCDC Board approved a resolution approving a 10 month deadline extension for VNA Homecare to complete training and use the remaining funds. Motion was carried unanimously.

## PRISCILLA MAHAR WELFARE FOUNDATION

Nick Pirro stated he is a member of the Board. He stated the Canine Carnival started at the Wegman's Good Dog Park in 2010, outgrew that, went to Long Branch and outgrew that and now it's at Jamesville Beach. He stated with the cooperation and support of the County Executive and the County over the last several years it has become probably the largest event of its type in New York State drawing between 17,000 and 20,000 people and probably about 2,000 to 3,000 dogs. He stated people come from the 5 county area and they have had rescue groups from New York City and other places come in. He stated the foundation, at the request of the County Executive, has come to OCDC to seek funding support.

Ben Dublin stated this event has grown so fast and the value to the community is immense with finding solutions for these animals and bringing people in. He stated they do a great job. Nick Pirro stated well over 100 animals get adopted on that one day plus making the connections with all the different rescue groups and it is all volunteers.

Matthew Marko stated it sounds like a wonderful event and supports it. He asked if there is any opportunity to link with 2<sup>nd</sup> Chance. Nick Pirro stated he is Treasurer and on the Board of the SPCA and they have been working with 2<sup>nd</sup> Chance.

Upon a motion by Leonard Manfrates, seconded by Matthew Marko, the OCDC Board approved a resolution approving funding of \$20,000 for Priscilla Mahar Welfare Foundation and authorizing an officer of the Corporation to sign the necessary documents. Motion was carried unanimously.

## FELDMEIER EQUIPMENT, INC.

Steve Coker stated Feldmeier Equipment has done some training and their grant is expiring July 31 so they are requesting to extend the timeframe to complete the training.

Ravi Raman asked how much has Feldmeier spent. Steve Coker stated Feldmeier didn't use much of the funding. He stated they were going to report when they came in. Julie Cerio stated they have spent some of the money but they haven't submitted reports yet.

Upon a motion by Ravi Raman, seconded by Leonard Manfrates, the OCDC Board approved a resolution approving a 10 month deadline extension for Feldmeier Equipment, Inc. to complete training and use the remaining funds. Motion was carried unanimously.

Ben Dublin stated he doesn't have an objection to doing these extensions but he doesn't want to do them for everyone because we want to make the money available to others.

Matthew Marko stated a onetime extension is fair.

Ben Dublin asked if they don't request an extension, we just let it expire. Julie Cerio stated yes. She stated there are a lot of unclaimed EPP funds on the books.

Ben Dublin stated if they request an extension then we can hear it but if they don't it terminates. Chis Andreucci suggested waiting 6 months after expiration and if they don't contact OCDC, require a new application.

Nate Stevens handed out a list of all outstanding EPPs. He suggested anything approved in 2015 isn't renewed by the end of 2016, we can remove it.

Ben Dublin asked if we need any kind of official action. Chris Andreucci stated it can be done administratively.

Ravi Raman asked if it would make sense to send them a letter and put closure to that file. Julie Cerio stated her concern is that they will spend the money on something they don't need just because they have it. Ben Dublin stated they have to match the funds so if they have to put the money in then they may not spend it.

Matthew Marko stated notifying the company within 30 days of the contract expiring that in 6 months from the expiration date we are going to close this out. Chris Andreucci stated there is a contract and the contract expires by its terms and once you put a policy in place you don't want to get into that. He stated he doesn't want anyone to say I never got that letter that was sent so my contract really didn't expire.

Matthew Marko stated isn't it our interest in getting these people to actually do these good things for our economic development and community and the letter will spur them to get going. Chris Andreucci stated yes but he is raising the legal side.

Ravi Raman stated maybe a compromise is not to send a letter but maybe a friendly phone call.

Ben Dublin stated we can also tell them if they are not ready they can come back.

#### FELDMEIER EQUIPMENT

Matthew Marko asked how much has been spent to date. Jennifer Jackson Donahoe stated Feldmeier hasn't spent as much as they should have because they had an increase in production orders and no time for training. She stated they are having a tough time finding people to help with their production but the money will be very helpful and they just haven't had time to do it.

Ravi Raman stated it always bugs him when people who are asking for money either don't show up or come late. He stated in the future he tends to vote no if they don't show up on time.

#### APPROVAL OF REGULAR MEETING MINUTES – APRIL 14, 2016

Upon a motion by Ravi Raman, seconded by Matthew Marko, the OCDC Board approved the regular meeting minutes of March 10, 2016. Motion was carried unanimously.

#### TREASURER'S REPORT

Nate Stevens gave a brief review of the Treasurer's Report for the month of April 2016.

Upon a motion by Ravi Raman, seconded by Matthew Marko, the OCIDA Board approved the Treasurer's Report for the month of February 2016. Motion was carried unanimously.

## PAYMENT OF BILLS

Nate Stevens gave a brief review of the Payment of Bills Schedule #60.

Upon a motion by Leonard Manfrates, seconded by Matthew Marko, the OCDC Board approved the Payment of Bills scheduled #60 with General Expenses being \$105,108.04 and Marketing being \$2,108.19. Motion was carried unanimously.

## CONFLICT OF INTEREST

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

## DISCUSSION/UPDATE HANCOCK AIR PARK/LOT 1G-5 SALE

Steve Coker stated L&P Operations whose owner is Empire Crane purchased lot 16. He stated an offer was made and accepted. He stated he wanted to update the Board on what has transpired.

Ben Dublin asked if that money goes to OCIDA. Chris Andreucci stated that it goes to the funds for maintenance for the park and special projects. Nate Stevens stated as parcels are sold OCDC transfers 60% to OCIDA of the sale proceeds. He stated OCDC has paid OCIDA \$100,000 so far and there is \$148,000 in liability still.

Julie Cerio stated we have been across the board accepting \$33,000 per acre. She stated we will continue to accept offers as they come and there is a lot of interest.

Ben Dublin asked if we are comfortable with that price and is it market value. Julie Cerio stated yes. She stated we get offers lower than that but she tells them we are selling at that price.

## DISCUSSION: HANCOCK AIR PARK PURCHASE INTEREST OF LOT 1G-4

Steven Coker stated Addcom Electronics has been at their current location for 16 years. He stated recently we had the buildings on that lot and lot 14 assessed and this particular one was assessed at \$550,000. He stated the company is sincerely interested in purchasing but they can't purchase at that price. He stated a couple years ago they had the opportunity to put in a purchase offer for \$100,000 but they never did because of the times. He stated they said if it is a reasonable price they would like to purchase the property. He stated they are long term, family owned business providing wireless communications for businesses, industrial type businesses, hospitals, schools and they would like to remain there.

Julie Cerio stated there are problems with the building.

Ben Dublin asked what the rent is. Steve Coker stated it is \$875 per month. Julie Cerio stated the building has so many problems. She stated when HFDC owned it they came in and took out the old boiler system and put in a new heating system and it doesn't heat the building and the appraisal did not take that into consideration. She stated it's a concrete building with heat coming from the ceiling and the cold air is trapped. She stated they had accepted an offer for \$100,000 but never followed through. She stated they would like us as landlords to fix the heating system which will be incredibly expensive but we can't have a tenant with no heat. She stated they either want us to fix the heating system and sell it to them for what they thought it's worth back then or they are considering leaving the building and perhaps buying the lot we already have an offer on which would leave an empty building with no heat to market and sell.

Ben Dublin asked if we could get a heating contractor out there and get a quote and also a quote to bring the whole building to reasonably acceptable standards to be on the market to sell.

Leonard Manfrates asked if they are willing to buy the building. Julie Cerio stated yes but they cannot buy it for anywhere near \$550,000.

Julie Cerio stated Sutton owns property at the bottom of the map in the red outline and we have considered approaching them to buy the rest of the lot at a very minimal price.

Chris Andreucci stated there is also common area that OCDC is maintaining that you want to get out of. Ben Dublin asked how we get out of that. Chris Andreucci stated give it back to the County. He stated OCDC is just managing through the lease.

Ben Dublin asked if we could dedicate it to the Town. Chris Andreucci stated the town has to accept.

Julie Cerio asked if we need a vote to commission someone to get quotes. Chris Andreucci stated no and just follow policy. Ben Dublin stated he thinks it is administrative.

Upon a motion by Matthew Marko, seconded by Leonard Manfrates, the OCDC Board adjourned the meeting at 8:59 am. Motion was carried unanimously.



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Steven Coker, Secretary