

**ONONDAGA CIVIC DEVELOPMENT CORPORATION**

**Regular Meeting Minutes**

**April 14, 2016**

The Regular meeting of the Onondaga Civic Development Corporation was held on Thursday, April 14, 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:**

Leonard Manfrates  
Michael LaFlair  
Alison Miller  
Dennis DuVal

**ABSENT:**

Ravi Raman  
Matthew Marko  
Ben Dublin

**ALSO PRESENT:**

Julie Cerio, President/CEO  
Steve Coker, Secretary  
Nate Stevens, Office of Economic Development  
Isabelle Harris, Office of Economic Development  
Karen Doster, Recording Secretary  
Chris Andreucci, Harris Beach

**APPROVAL OF REGULAR MEETING MINUTES – MARCH 10, 2016**

Upon a motion by Alison Miller, seconded by Dennis DuVal, the OCDC Board approved the regular meeting minutes of March 10, 2016. Motion was carried unanimously.

**ELECTION OF NATHANIEL STEVENS AS BOARD TREASURER**

Julie Cerio introduced Nate Stevens. Nate Stevens stated it's a pleasure to be here and very excited for this opportunity to work with Julie Cerio and the OCDC Board. He stated he grew up in Syracuse and went to Geneseo for economics and the Maxwell school for his MPA. He stated he worked for a year in the Budget office then 5 years at Parks as their Administrative Director.

Upon a motion by Michael LaFlair, seconded by Alison Miller, the OCDC Board approved a resolution appointing Nathaniel Stevens as Board Treasurer. Motion was carried.

### TREASURER'S REPORT

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

Upon a motion by Alison Miller, seconded by Michael LaFlair, 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 #59.

Upon a motion by Dennis DuVal, seconded by Michael LaFlair, the OCDC Board approved the Payment of Bills scheduled #59 with General Expenses being \$92,664.70 and Marketing being \$2,783.99. Motion was carried unanimously.

### CONFLICT OF INTEREST

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

Alison Miller asked if there are projects in the pipeline. Julie Cerio stated she has talked with Chris Andreucci about doing a road show and soliciting new business. She stated because a lot of the bigger not for profits have already bonded recently there is probably not a lot but Chris Andreucci has come up with a creative marketing idea to market to smaller not for profits.

Chris Andreucci stated we could do a composite and put them together where they are their own separate series but together they can offset the cost and it makes it better for them.

Alison Miller asked if St. Joe's was doing anything. Chris Andreucci stated St. Joe's is done and we won't deal with them again because they did an affiliation agreement.

Julie Cerio stated if Syracuse University does anything they will probably go to CRT because of the educational aspect.

Julie Cerio stated changing the proportion of what OCDC and OCIDA pays for rent and those types of things was discussed. She stated OCIDA has more money than OCDC so if we get down to not having a lot of money the ratio can be changed.

Leonard Manfrates asked if this is for next year and going forward. Julie Cerio stated yes going forward because we have competition with the City that we didn't have before.

Chris Andreucci stated he thinks Lemoyne would come back here and anybody that OCDC has done a bond deal for should come back here because they are comfortable and understand the process but for new ones we need to go out and bang the drum a little bit.

#### UPDATE HANCOCK AIRPARK INSTALLATION OF WATERLINE

Steve Coker stated this is a situation where the lines were outdated and came back with a heavy lift for Syracuse Label. He stated OCWA agreed to pay the installation estimated at \$55,000 plus. He stated that Syracuse Label would pay \$2,000 for the 6 inch fire line and the \$2,400 for the domestic service fee.

Julie Cerio stated we talked OCWA down so we are not going to get hit with that bill. She stated it was an estimate so there could be a little bit more but as long as it's not \$50,000 she is comfortable.

Leonard Manfrates asked if the water line will support others. Julie Cerio stated it will support the whole line.

## DISCUSSION: HANCOCK AIRPARK PROPERTY

Steve Coker handed out an updated map of the Hancock Airpark. He stated we reached out to VIP to do a map with colors to make it easier to understand but also to market it. He stated we have 3 paying tenants; Adcom who is paying \$2,200 for a building, CES is paying \$850 and B & B is paying rent of \$350. He stated two have buildings. He stated there are companies actually interested in purchasing those lots with the buildings. He stated we want to know what to do moving forward as landlord and should be discussed before we get back to the companies.

Julie Cerio stated OCDC took over management of the park over a year ago and sold IG2 to Syracuse Label and IG1 is still available but someone is interested in it. She stated we have a right of first refusal on lot 2, in negotiations to the far left on map and the long strip is probably going to be something we are stuck with forever unless we can sell it for solar panel use because it's very narrow and backs up to wooded marshy lot. She stated the crane company currently at the park is interested in buying IG4 that we collect rent on. She stated we still need to maintain the park. She stated the buildings are not new and there have been problems. She stated we have a management company that goes out and deals with problems as they come up. She stated we are looking for some feedback from the Board on what they would like to see happen. She stated we can sell the building with the land and it will take away a little bit of an income stream but it also takes it off our plate. She stated in the long run it is a losing proposition.

Chris Andreucci asked if OCDC does maintenance on the property that has been sold. Julie Cerio stated OCDC maintains the entire airpark but she believes the town plows the road. Chris Andreucci stated we need to end that.

Leonard Manfrates asked why we continue to maintain it. Chris Andreucci stated OCDC inherited a lot of it.

Julie Cerio stated there is a new law about carbon monoxide detecting system to be installed where there is anything run by gas. She stated she looked at the leases and you can look at it as either structural or our responsibility. She stated we need to find out whether they need the fire department to install the system and it cost us upwards of \$10,000. She stated she needs to know what the Board envisions going forward as to what our roll should be.

Alison Miller stated she does not think we are in the landlord business. She asked the length of the leases on 1G3 and 1G4. Steve Coker stated 1G3 already upped last fall and he is not sure about 1G4 but will find out.

Alison Miller asked if they are annual. Julie Cerio stated she thinks they are annual with a right to renew but the company that wants to buy some of the land is right next door. She stated they are not looking to kick them out and keep them as tenants. She stated they want to buy 1G4 and 1G5 with the buildings. She stated they have not submitted a purchase offer yet.

Julie Cerio stated we used an engineer when we needed to subdivide for Syracuse Label and would like to discuss future engineering work. She stated we need site plan approval. She stated she discussed with Chris Andreucci and his thought was this is something we could give to the Town to handle. Chris Andreucci stated there is a declaration of covenants and restriction recorded against this land so all the tenants have to comply with this very detailed list of requirements where certain things can and cannot be done in terms of the design of their building. He stated previously Hancock Airpark who managed the property is the declaration of covenants ran in favor to. He stated since we took over we have asked them to assign to us so we can enforce it. He stated they said you can have it but they want to be indemnified for anything that happened in the past but he said no, we will do that from the point that we take over. He stated more importantly even when we get it assigned so it runs in OCDC's favor; the Board does not want to be in a position to have to make sure any kind of development complies with this declaration of covenant and restrictions. He stated OCDC should turn it over to the County and let them deal with it. He stated that can be done because there is no legal obligation.

Chris Andreucci stated the covenant gives Hancock Airpark the right to enforce but they are not doing it and they are not equipped to do it. He stated Albany Molecular is selling their property to O'Connell Electric but Albany Molecular has a law suit from another tenant.

Julie Cerio stated because many of the parcels are empty, have been subdivided and the maps are not clear, she is going to check exactly what OCDC is taking care of and report back to the Board. She stated it is something we need to start thinking about. She stated once we get an offer the Board can make the decision.

Alison Miller asked if there is opportunity for Syracuse Label to bond. Julie Cerio stated they are bonding through OCIDA. Chris Andreucci stated if Syracuse Label wants to avoid the NYS bond issuance charge, OCDC is not covered by that charge but the IDA bonds have to pay. He stated if they wanted to do a wraparound where OCDC does the bonds, but they get OCIDA's sales tax exemption, property tax exemption and that kind of stuff we can coordinate that.

Alison Miller stated she is looking as a future opportunity. Chris Andreucci stated Syracuse Label is manufacturing and O'Connell is not.

Chris Andreucci stated the covenant and restrictions was put in place in 1973. He asked if it is something the Board wants to revisit and does the Board even want to have the covenant and restrictions.

Alison Miller asked if it is restrictive. Chris Andreucci and Julie Cerio stated it is restrictive.

Dennis DuVal stated there is a lot of activity there and there has been a lot of growth in the past 4 to 5 years relative to new construction.

Julie Cerio asked if the Board is willing to accept an offer to include a building and tell Syracuse Crane the Board is open to. She stated if we get an offer it will be brought to the Board.

Michael LaFlair stated we should look into changing the duties in maintaining the properties that we don't own because we are losing money. Julie Cerio stated she will find out.

Steve Coker asked if on top of the \$33,000 per acre do we want to get those buildings appraised. Julie Cerio stated we are staying firm with the \$33,000 an acre but now we have a building involved so what are Board's thoughts on asking price.

Alison Miller stated that an appraisal can always be done and that is like an independent assessment.


Michael LaFlair stated at least the appraisal will give us a ballpark and doesn't have to be exact.

Chris Andreucci stated there is no income stream on that building so that would stay the same.

Michael LaFlair stated it is good in the fact that they already have a tenant so the value is there.

Julie Cerio stated we will go through the town for final approval and she thinks they will be fine with it. She stated an appraisal will be done on the buildings and we might as well do it on all of them. She stated she will get information on exactly what our maintenance includes out there.

Upon a motion by Michael LaFlair, seconded by Dennis DuVal, the OCDC Board adjourned the meeting at 8:59 am. Motion was carried unanimously.

A handwritten signature in black ink, appearing to read "Steven Coker", is written over a horizontal line.

Steven Coker, Secretary