



Onondaga Civic Development Corporation

333 WEST WASHINGTON STREET, SUITE 130, SYRACUSE, NY 13202

PHONE: 315.435.3770 • FAX: 315.435.3669 • SYRACUSECENTRAL.COM

OCDC Regular Meeting Agenda

8:35 a.m. Economic Development Conference Room

June 13, 2019

8:35 a.m. Call to Order

- A. Approval of May 16, 2019 Regular Meeting Minutes
- B. Approval of May 28, 2019 Special Meeting Minutes
- C. Treasurer's Report
- D. Payment of Bills
- E. Conflict of Interest

Action Items

1. YMCA of Greater Syracuse – Interest Modification of Bond

YMCA of Greater Syracuse is requesting a modification of the bond documents related to the YMCA Series 2014 (Onondaga Civic Development Corporation Tax-Exempt Multi-Modal revenue Bonds), to reflect an agreed upon interest rate change with the bank. OCDC will receive a nominal fee of \$2,500.00 (Two thousand five hundred dollars) for the allocation of resources to modify the bond documents.

Board Action Requested: A Resolution of the Board approving amending the YMCA Series 2014 bond documents.

Representative: Chris Andreucci, Attorney, Onondaga Civic Development Corporation

ADJOURN

ONONDAGA CIVIC DEVELOPMENT CORPORATION
Regular Meeting Minutes
May 16, 2019

The Regular meeting of the Onondaga Civic Development Corporation was held on Thursday, May 16, 2019 at 333 West Washington Street, Syracuse, New York, 13202, in the large conference room on the 1st floor.

Matthew Marko called the meeting to order at 8:35 am with the following:

PRESENT:

Matthew Marko
Allison Miller
Michael LaFlair
Gerald Albrigo
Kimberly Townsend

ABSENT:

Ben Dublin
James Jordan

ALSO PRESENT:

Robert Petrovich, President/CEO
Brian Bartlett, Secretary
Nate Stevens, Treasurer
Karen Doster, Recording Secretary
Genevieve Suits, Office of Economic Development
Chris Andreucci, Harris Beach
Bob Allen, Crouse Health
Carolyn Hendrickson, Rescue Mission
Wayne Mahar, Priscilla Mahar Animal Welfare Foundation
Sheena Solomon, Near West Side Initiative
Gregorio Jimenez, Near West Side Initiative
Melissa Gardner, Near West Side Initiative
Alexandria LaFlair

**INTRODUCTION OF NEW BOARD MEMBERS BY ONONDAGA COUNTY
LEGISLATURE CHAIRMAN DAVID KNAPP**

David Knapp thanked the Board for all they do. He stated he appreciates the time and he knows how busy everyone is but he wanted to stop by to recognize two new members. He stated with Jerry Albrigo's experience both professionally and politically he is going to be a great addition to the Board. He stated Kim Townsend is doing wonderful things at Loretto. He stated he is

excited to have both Kim and Jerry on the committee and looking forward to great things. He stated again thank you for all the Board does and welcome to the new folks.

Matthew Marko welcomed Jerry Albrigo and Kimberly Townsend and stated he is looking forward to working with them.

APPROVAL OF REGULAR MEETING MINUTES MARCH 14, 2019

Upon a motion by Michael LaFlair, seconded by Alison Miller, the OCDC Board approved the regular meeting minutes of March 14, 2019. Motion was carried unanimously.

TREASURER'S REPORT

Nate Stevens gave a brief review of the Treasurer's Report for the month ending April 2019.

Alison Miller stated in addition to the month and day the year should be included. Nate Stevens stated he will change that.

Upon a motion by Gerald Albrigo, seconded by Alison Miller, the OCIDA Board approved the Treasurer's Report for the month of April 2019. Motion was carried unanimously.

PAYMENT OF BILLS

Upon a motion by Alison Miller, seconded by Gerald Albrigo, the OCDC Board approved the Payment of Bills scheduled #80 with General Expenses being \$53,408.54. Motion was carried unanimously.

CONFLICT OF INTEREST

Conflict of Interest was circulated and there were no comments.

APPOINTMENT OF MATTHEW MARKO AS CHAIRPERSON

Upon a motion by Michael LaFlair, seconded by Gerald Albrigo, the OCDC Board approved a resolution appointing Matthew Marko as Chairperson of the Onondaga Civic Development Corporation Board of Directors. Matthew Marko abstained. Motion was carried unanimously.

APPOINTMENT OF COMMITTEE MEMBER

Upon a motion by Alison Miller, seconded by Gerald Albrigo, the OCDC Board approved a resolution appointing Kimberly Townsend to the Finance Committee. Kimberly Townsend abstained. Motion was carried unanimously.

CROUSE HEALTH – PEDIATRIC CATHETERIZATION LAB

Pediatric Catheterization Lab

Robert Allen thanked the Board for the invitation to speak. He stated they have two projects and the first is the pediatric heart catheterization lab. He stated Crouse Hospital in addition to providing cardiac care services for adults, is home to the only pediatric cardiac catheterization program in Upstate New York with the next closest being in Rochester. He stated the pediatric cath lab is almost 15 years old and is not equipped with the latest imaging technology so they have embarked on a capital project to replace the lab. He stated it is a \$2.4 million project and they are requesting OCDC consider \$25,000 to help fund the program. He stated they are going to start the project in mid-July and hope to be done by the end of November. He stated they see about 100 young children and infants who are born with heart abnormalities. He stated about 50% are come from Onondaga County and the other 50% come from outside of our area.

Gerald Albrigo asked if they intend to grow the 100 patients with the \$2.4 million investment. Bob Allen stated they want to make sure that every infant born with a cardiac abnormality can continue to depend on Crouse for that service.

Gerald Albrigo asked if there is any competition with Golisano. Bob Allen stated no and Crouse is the only provider of that particular specialty in the area.

Alison Miller asked if the \$2.4 million is secured. Bob Allen stated it will be and out of hospital operations.

Matthew Marko stated he assumes all the staff is already in place for this and there won't be additional. Bob Allen stated there will be no additional staff and it will maintain the same footprint. He stated it will be new imaging technology. He stated the imaging there now is 12 years old one of the benefits is it will provide clearest imaging with lowest radiation which is a huge benefit to infants.

Perioperative Academy

Bob Allen stated at Crouse and across the country there is a shortage of OR nurses. He stated this nursing academy project is a pilot for them. He stated they are inviting RN nurses who have an interest in becoming OR nurse to join a 9-12 month education experience where they are immersed in everything having to do with operating room nursing. He stated there is an online component, a mentor and preceptor. He stated they have 6 students who are enrolled in the first iteration of this program and it is going well. He stated they are asking OCDC for consideration of a \$25,000 grant for the program.

Michael LaFlair asked if this is a one-time one year program. Bob Allen stated this is going to be an annual program taking 9-12 months and will always have about 5-6 nurses in it. He stated

this is a pilot and they are in the beginning stages. He stated if it takes off they talked about potential of expanding it.

Michael LaFlair asked if the teaching component is existing staff. Bob Allen stated it is existing staff from their nursing leadership team and the college of nursing.

Matthew Marko asked the existing nurses go through the program. Bob Allen stated yes.

Kimberly Townsend asked if there is a wage increase associated with graduation. Bob Allen stated yes. He stated the funding for the program is about \$400,000 a year to operate which will be out of hospital operations. He stated the enrollees get paid to go through the program.

Pediatric Catheterization Lab

Upon a motion by Alison Miller, seconded by Kimberly Townsend, the OCDC Board approved a resolution approving Economic Growth Funds of \$25,000 for the Crouse Health – Pediatric Catheterization Lab project. Motion was carried unanimously.

Perioperative Academy

Upon a motion by Alison Miller, seconded by Gerald Albrigo, the OCDC Board approved a resolution approving Economic Growth Funds of \$25,000 for the Crouse Health – Perioperative Academy project. Motion was carried unanimously.

RESCUE MISSION – YOUTH SHELTER

Carolyn Hendrickson stated about 4 years ago the leader at the Rescue Mission started to look into the situation in our community in terms of youth homelessness. She stated youth homeless is 12- 17 years old. She stated they dug deeper and of the homeless youth, 2-400 at any one time, 40% are identifying as LGBTQ youth. She stated they have another new shelter in town not necessary equipped to handle LGBTQ youth so this shelter they are proposing, called the

Runaway Homeless Youth Shelter will have 10 beds for 12-17 year olds located at 1226 Lancaster Avenue. She stated Catholic Charities ran the Dorothy Day house at this location and ended the program in November. She stated the building is vacant. She stated they secured a mortgage through SEFCU for \$175,000, will close in June and start renovations. She stated they have been fund raising and have a little over \$100,000 secured for renovations so it will be approximately \$300,000 to buy and renovate the facility. She stated they are in conversations with the County for ongoing funding but there isn't a signed contract until the facility is operational. She stated they are in conversations with their Chief Program Officer to secure funding which will be about 60% of the annual budget. She stated the remainder will be incorporated into their general operations budget starting in 2020. She stated they are looking to hire 9 employees including a case manager, social worker and client care specialists. She stated it will be operating and staffed 24/7. She stated they are partnering with 2 other non-profits in town that provide programs and services that are much needed for these students. She stated as an organization of 132 years in existence they understand sheltering but they have not worked with youth at this level so they are partnering with ACR Health and McMahan Ryan Child Advocacy to provide the programmatic support in addition to the shelter staff. She stated they look to be operational late December - early January 2002. She stated are looking for \$24,500 for helping secure the house and getting it renovated so they can continue on with the programmatic training and licensing.

Gerald Albrigo asked if there is going to be screening and health care provided to those in the shelter and if so are they billable. Carolyn Hendrickson stated some of the students will be through social services but they have contracted with Dr. Jim Greenwald at Upstate. She stated they have a group of doctors to support the students through this and they will do the billing. She stated there is an agreement in place.

Kimberly Townsend stated she is assuming there is no neighborhood dispute about this because it was formerly a center. Carolyn Hendrickson stated they approached All Saints parish who are adjacent and they replied that they would be thrilled. She stated they facilitated a community meeting and there was no opposition. She stated the neighborhood was very open and excited.

Michael LaFlair asked what they anticipate the length of stay will be and what happens once they hit that threshold. Carolyn Hendrickson stated through social services the length of stay is up to 120 days for a youth to stay in any kind of shelter. She stated family reconciliation is the goal and if not then foster care.

Matthew Marko asked how the mortgage payments will be covered. Carolyn Hendrickson stated operations and they will continue to fund raise. She stated some folks were right in early on but others said get the facility and then they will help. She stated they are confident with the feedback they are getting along with the reputation of the Rescue Mission they will be able to secure that.

Matthew Marko asked if it is going to be branded as Rescue Mission Shelter LGBTQ. Carolyn Hendrickson stated yes.

Matthew Marko asked if this is the last \$25,000 to go in to support this project. Carolyn Hendrickson stated yes.

Upon a motion by Kimberly Townsend, seconded by Alison Miller, the OCDC Board approved a resolution approving Economic Growth Funds of \$25,000 for the Rescue Mission – Youth Shelter project. Motion was carried unanimously. \

Matthew Marko asked that the Rescue Mission follow up with OCDC once the mortgage is closed and the renovations are nearing completion to make sure everything is still on budget. He stated at some point possibly the Board could see the facility. Carolyn Hendrickson stated she will make sure to update along the way and send out invites.

LANDSCAPING SERVICES RESOLUTION

Brian Bartlett stated landscaping services were bid out and awarded to Custom Lawn Scapes who has done a great job out there for a long time. He stated he expected Syracuse Label to

close by now on the property so it was not included in the quote. He stated they are going to close in mid-August so OCDC an additional \$80 per week would be added to the quote.

Matthew Marko asked what the 2nd quote was. Brian Bartlett stated \$1,500 from J&R Lawn.

Upon a motion by Michael LaFlair, seconded by Gerald Albrigo, the OCDC Board approved a resolution awarding landscaping service contract for the Hancock Airpark to Custom Lawn Scapes. Motion was carried.

Nate Stevens stated staff solicited more than 3 vendors as per our procurement policy.

RECAP OF PRISCILLA MAHAR ANIMAL WELFARE FOUNDATION

Wayne Mahar stated thank you for helping out last year. He stated last year they were talking about fundraising and transitioning to somebody who actually manages events. He stated after 9 years the Priscilla Mahar Animal Welfare Foundation with the Canine Carnival is a major event. And have been able to donate almost \$250,000 to CNY animal rescues. He stated it has become one of the largest animal rescue events in the Country. He stated now they are at the point to bring in Carrie Wojtaszek and the Galaxy team to find sponsor and manage. He stated they want to continue to grow the Canine Carnival. He stated in the short period of time Galaxy has come in they have done so much already. He stated last year they had 15,000 to 20,000 people attend the one day event. He stated they have 50 rescues from all over the northeast most in CNY. He stated they had \$43,000 in donations last year and most right here in Onondaga County and the CNY. He stated they have rescues that come in as far as the Carolinas but they don't get money. He stated it has been 100% volunteer until now and they have brought on Galaxy to take it to the next level which will be good for Onondaga County and CNY animal rescues.

Carrie Wojtaszek stated she is with Galaxy and they do a lot of local events. She stated they were thrilled to partner with Wayne Mahar because this is a great event for the community and a great way to showcase beautiful Jamesville Beach. She stated they were able to bring on some new sponsors that Wayne Mahar and his group wouldn't traditionally speak too. She stated she

shared the mission with the local businesses and tried to get their involvement to help support this event. She stated they are proud to bring on G & C Foods and several other corporate vendors to help underwrite the events and raise some additional funds. She stated Galaxy owning local media they were able to donate \$100,000 in advertising for this specific event. She stated there was a heavy media campaign making sure the public knew about it and knew about the mission. She stated they were happy to help stage the event from start to finish and see so many families coming out. She stated it is a wonderful family event and a way to bring the community together.

Matthew Marko asked if the \$103,000 was paid for or donated. Carrie Wojtaszek stated donated.

Matthew Marko stated Galaxy donated \$103,000 in advertising and in addition Galaxy is also helping orchestrate the event. Carrie Wojtaszek stated yes.

Matthew Marko asked if there is involvement with Second Chance. Wayne Mahar stated yes. He stated some of the managers of Second Chance are always at the event with a booth. He stated the previous County Executive Mahoney has always been there talking about Second Chance. He stated they donated several thousands of dollars to Second Chance. He stated the County has helped with donations to the event and donations have gone back to the County in Second Chance.

Matthew Marko stated it is fair to say the donations from OCDC was instrumental in getting to this point and help to what sounds like a self-sustaining effort. Wayne Mahar stated they are getting there and the County's help over the past few years has been very much appreciated.

NEAR WEST SIDE INITIATIVE

Sheena Solomon stated she is the Near West Side Initiative Board President. She stated she appreciates the opportunity to have the conversation about the theater, where it is and where it is

going. She stated in 2015 OCDC was kind enough to give them a contract for \$150,000 to go towards the theater. She stated they received \$50,000 of those funds to assist them.

Matthew Marko asked if the City has completed the commission of the street. Sheena Solomon stated yes and the new address is Wyoming Street

Sheena Solomon stated the theater space is in the old abandoned Case Supply warehouse. She stated currently WCNY occupies space and the NWSI owns part of the space with Pro Literacy and EDC as tenants. She stated they are currently building out a space for the Reading League which is a literacy program. She stated they have 12 apartments in the space and now they have the theater. She stated the theater is physically complete. She stated they received a grant from DASNY in 2015 but didn't receive the contract until 2017 and that is when they started working on it. She stated the DASNY grant was a reimbursable grant so they needed the cash flow from Pathfinder Bank in order to do the work. She stated the theater started out as 2 floors in the space and they demoed to make it one whole space. She stated it is currently a 150 seat black box theater with removable seats and stage and a complete sound system. She stated there is a reception area, 2 public restrooms, a practice dance space, 2 dressing rooms, storage space and an office space.

Matthew Marko asked if the physical construction is complete. Sheena Solomon stated the physical construction is complete. She stated they had a soft opening in October 2018 as a thank you to everyone who supported financially and physically. She stated they recently had a grand opening on April 13 which was open to the public. She stated it began being used in November 2018 and she has a list of everyone who has used the space.

Matthew Marko asked Chris Andreucci to go over the contract terms associated with the \$150,000, the history, the disbursements and where we stand now. Chris Andreucci stated there was an original grant of \$50,000 and then there was an amendment to \$150,000 which required the NWSI to come back to provide an update of how the money was spent. He stated \$50,000 has been advanced to date of the \$150,000. He stated there was multiple communications over

time and the \$100,000 contract with the Board has been terminated because there was a default that wasn't remedied. He stated there is no continuing obligation from OCDC to the NWSI.

Matthew Marko stated the reason the contract was terminated was because there was lack of communication. Sheena Solomon stated it was completely NWSI's fault and there was a misunderstanding specifically on her part that the OCDC grant was a reimbursable grant. She stated she was waiting to spend the \$50,000 then report it. She stated she is not used to being on this side of the table. She stated she was slightly confused on the stipulations around it and was told she missed the deadline in October. She stated that is why they are here to have a conversation with the Board and provide the report.

Robert Petrovich stated the original contract lapsed and the Board gave consideration to extend the contract which also lapsed again. He stated \$50,000 was disbursed. He stated there was a change in leadership at NWSI so the communication broke down. He stated Brian Bartlett looked at the theater and said it was substantially complete, up and running and operational. He stated there was a conversation earlier this week after an updated financial packet was submitted and went through the numbers. He stated according to the calculations there was a \$1.4 million project and they had \$1.35 million between OCDC and DASNY so they were short \$50,000. He stated he understands the conversation concluded NWSI was going to put forth a new application to the Board for \$50,000. He stated the Board would review and consider accordingly.

Matthew Marko asked how much the grant was from DeFrancisco. Sheena Solomon stated the grant was for \$1.5 million but only \$1.3 million was used for the theater. She stated the other portion of the grant was used to build out ECDC.

Sheena Solomon stated Melissa Gardiner has been working hard on the future development of the theater along with building out the membership piece and community piece. She stated the mission of the theater is to be accessible to the people who live in that particular community. She stated currently they don't have anything like it on the near west side. She stated they have hired Gregorio Jiminez who is a part of the community, graduate of Fowler and is leadership in

that neighborhood. She stated they have had great input from the community on how they are interested in doing things in the theater and several things have already happened there.

Matthew Marko asked if there are other black box theaters in Central New York. Sheena Solomon stated the black box was across the street but they relocated to downtown.

Matthew Marko asked if there is anything prohibiting the NWSI from coming back at this time with a new application. Sheena Solomon stated no.

Matthew Marko stated he would like to go into executive session with the Board to discuss contractual matters. He asked if there are any questions.

Matthew Marko stated he appreciates the NWSI reconnecting and reestablishing the relationship. He stated congratulations to Gregorio Jiminez and Melissa Gardiner for being a part of it and being engaged. He stated OCDC board was in favor of this since day one and continues to think of the value of it to the community but there was a breakdown and there was concern.

Upon a motion by Michael LaFlair, seconded by Alison Miller the OCDC Board entered executive session at 9:28 am to discuss potential litigation. Motion was carried unanimously.

Upon a motion by Alison Miller, seconded by Gerald Albrigo, the OCDC Board adjourned executive session at 9:44 am. Motion was carried unanimously.

Upon a motion by Kimberly Townsend the meeting was adjourned at 9:45 am. Motion was carried unanimously.

Brian M. Bartlett, Secretary

ONONDAGA CIVIC DEVELOPMENT CORPORATION
Special Meeting Minutes
May 28, 2019

A Special meeting of the Onondaga Civic Development Corporation was held on Tuesday, May 28, 2019 at 333 West Washington Street, Syracuse, New York, 13202, in the large conference room on the 1st floor.

Matthew Marko called the meeting to order at 10:03 am with the following:

PRESENT:

Matthew Marko
Alison Miller
Michael LaFlair
Gerald Albrigo
Kimberly Townsend

ABSENT:

Ben Dublin
James Jordan

ALSO PRESENT:

Robert Petrovich, President/CEO
Brian Bartlett, Secretary
Nate Stevens, Treasurer
Karen Doster, Recording Secretary
Chris Andreucci, Harris Beach
Janet Aaron, Town of Skaneateles
Julie Abbott-Kenan, Onondaga County Legislature
Emily Long, Office of Economic Development
Theodore Burtis, Office of Economic Development

CONFLICT OF INTEREST

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

TOWN OF SKANEATELES – WATERSHED NINE ELEMENT PLAN

Janet Aaron stated the Skaneateles Lake Association came to the Town of Skaneateles about a year ago asking the Town to sponsor a grant to develop a Nine Element Plan for the Skaneateles Lake Water Shed. She stated it required a 20% match and between the Skaneateles Lake Association and the Town of Skaneateles they met the \$75,000 they needed to obtain a grant written by Kathy Bertuch at CNY Regional Planned and Development Board. She stated the

grant was successful for \$235,000 and Kathy Bertuch will be administering the grant in the future. She stated there has been pressure because of the algae blooms that happened on the lake in 2017 and that is what prompted this grant to be written and to determine the main cause of these blooms. She stated Skaneateles provides drinking water to over 200,000 people in the City of Syracuse and different townships. She stated the State of New York process takes time and the Skaneateles Lake Association and other agencies are looking to start the program obtaining data collection and modeling. She stated part of the grant that covers that is about \$106,000. She stated they don't know when the State is going to provide the funding and everyone is anxious about what is going in the lake. She stated Julie Abbot-Kenan worked hard with the County and different agencies to find a way these projects could start and qualify under the State grant so they could be reimbursed. She stated there are people working to make sure to meet the requirements to get reimbursed. She stated they are here today to request \$106,000 in order to proceed with the data that is necessary to establish the Nine Element Plan which once approved will qualify them for more funding from the State.

Julie Abbot-Kenan stated Kathy Bertuch pointed out there is minimal risk to the County in terms of being reimbursed. She stated County Executive McMahon is agreeable because there is tremendous pressure regarding the drinking water. She stated there are over 1,600 members of the Skaneateles Lake Association, it is a bipartisan lake and everyone cares with the same goal. She stated the SLA was going to fund but that meant they wouldn't be able to do other remediation work. She stated they will now have the data that they desperately need in order to proceed. She stated it will open up more funding with the State if we show collaboration.

Matthew Marko stated the terms and conditions are it is a \$106,400 loan at zero percent until the terms of which the Town of Skaneateles would have the money from the Department of State in which they would be able to reimburse OCDC or in some time in the future. He stated in the unlikely event the Department of State did not provide the funds there would be some kind of future maturity date of which the Town of Skaneateles would make OCDC whole. Janet Aaron stated Town of Skaneateles would have a contract with OCDC and Kathy Bertuch as CNYRPDB. She stated in order for them to accept the money they have to get approval from the Town Board and the only requirement is to publish a notice 20 days before they can accept the money. She stated the paper only publishes once a week so it will be about July 3.

Matthew Marko stated CNYRPDB and Kathy Bertuch do an excellent job administering these projects and funds. He stated his experience with them has been nothing but excellent over the years in private and public sector. He stated the NYS DEC is very much in favor of this data collection as an opportunity to get an early start to the project and the sense of urgency with respect to the harmful algae blooms is shared with the community. He stated even though the grant process from the Department of State seems to be moving slowly, many actions are under way in concert with the local governments. He stated they are all working together in different ways and was organized in the Harmful Algae Bloom Action Plan published for Skaneateles Lake as part of the Governor's initiative. He stated the action plan does include moving forward on this approach for a Nine Element Plan for the lake. He stated this is basically executing a plan in advance to take advantage of the season of the summer instead of the season of the grant.

Julie Abbott-Kenan stated they wanted to start the end of May. She stated she knows it is said the State is laborious and takes forever but according to Kathy Bertuch it is moving at lightning speed.

Alison Miller stated it is a loan with zero percent interest and asked how long is the original term. Chris Andreucci stated it needs to be negotiated but one year would probably be the maturity date.

Robert Petrovich stated we have the flexibility to the extent we need to extend. Janet Aaron stated that would be helpful but they are hopeful the State produces the money faster than normal.

Chris Andreucci stated there will be two triggers; the receipt of the grant or the loan maturity date.

Matthew Marko stated this is a significant unbudgeted expense.

Matthew Marko asked if language should be added that it is zero percent interest. Chris Andreucci stated it will be included in the minutes.

Matthew Marko stated that although the DEC is involved he personally has no involvement in the approval of the Department of State grant and therefore he can act solely in his capacity as OCDC Director so he will be voting.

Upon a motion by Alison Miller, seconded by Michael LaFlair, the OCDC Board approved a resolution approving the issuance of the loan to the Town of Skaneateles in the amount of \$106,400 and authorizing an officer of the Corporation to sign the necessary contracts and documents to effectuate the foregoing. Motion was carried unanimously.

Upon a motion by Matthew Marko the meeting was adjourned at 10:17 am. Motion was carried unanimously.

Brian M. Bartlett, Secretary



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May 31, 2019

Revenue / Expense / Income	Current Period	Year to date	2019 Budget Amount	Current YTD Change to Budget
Operating Revenue	29	309,493	475,018	(165,525)
Administrative Expense	13,416	48,891	200,000	(151,109)
Operating/Program Exp.	61,813	117,575	275,018	(157,443)
Net Ordinary Income	(75,200)	143,027	-	143,027

Current Assets	Current YTD	Prior YTD
Total Cash	671,049	682,329
Less Pass Through Received	-	-
Available Cash	671,049	682,329
Receivables	68,988	69,681
Other	-	-
Total	740,037	752,010

Reserve for Contracts	
County Operations	151,109
Marketing	14,909
Economic Growth Fund 2019	25,000
Rent	70,577
Skaneateles Watershed Plan Bridge Loan	106,400
Furniture & Equipment	760
Micro Loan Loss Fund	54,200
ETL Food Co-op Loan Guarantee	75,000
Downtown Comm. GIS Payment 2016/17	1,500
Total	499,456

Receivables	
0-120 days	8
> 120 days	68,980
Total	68,988



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May 31, 2019

Growth Fund Detail				
Service Provider	Contract Amount	Approval Date	Amount Paid	Contract Due
2016 Service Contracts				
Centerstate CEO Community Prosperity Initiative 4th Payment	\$250,000	12/8/2016	\$125,000	\$125,000
Thompson & Johnson EPP	\$12,500	10/27/2016	\$0	\$12,500
2016 Sub-Totals	\$262,500		\$125,000	\$137,500
2017 Service Contracts				
	Contract Amount	Approval Date	Amount Paid	Contract Due
None Outstanding				
2018 Service Contracts				
	Contract Amount	Approval Date	Amount Paid	Contract Due
None Outstanding				
2019 Service Contracts	2019 GF Budget	2019 Contracts	2019 Budget Remaining	
	\$100,000	\$82,500	\$17,500	
	Contract Amount	Approval Date	Amount Paid	Contract Due
Hack Upstate	\$7,500	2/7/2019	\$7,500	\$0
Crouse Health PCL	\$25,000	5/16/2019	\$25,000	\$0
Crouse Health Pro-Op Acad	\$25,000	5/16/2019	\$25,000	\$0
Rescue Mission Youth Shel	\$25,000	5/16/2019	\$0	\$25,000
2019 Sub-Totals			\$57,500	\$25,000
			Reserved all Contracts	\$162,500

Onondaga Civic Development Corporation

PROFIT AND LOSS

May 2019

	TOTAL
Income	
45000 Non-Operating Revenue	
45030 Interest	
45030.1 Bank Interest	29.04
Total 45030 Interest	29.04
Total 45000 Non-Operating Revenue	29.04
Total Income	\$29.04
GROSS PROFIT	\$29.04
Expenses	
62000 Operating Expenses	
62890 Rent	9,888.24
63000 Administrative Expense	13,416.22
64000 Economic Growth Fund	
64000.2 Service Contracts	50,000.00
Total 64000 Economic Growth Fund	50,000.00
65010 Office Expense	
65010.1 Copier	73.59
65010.2 Internet	525.99
Total 65010 Office Expense	599.58
65020 Meeting Expenses	
65021 Board meeting exp	79.68
Total 65020 Meeting Expenses	79.68
65030 Legal	1,239.00
65080 Marketing	6.49
Total 62000 Operating Expenses	75,229.21
Total Expenses	\$75,229.21
NET OPERATING INCOME	\$ -75,200.17
NET INCOME	\$ -75,200.17

Onondaga Civic Development Corporation

BALANCE SHEET

As of May 31, 2019

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
100.5 M&T M-M Savings	341,909.03
101 Petty Cash	9.13
102 First Niagara Checking	5,881.09
103 M&T Checking	323,249.41
Total Bank Accounts	\$671,048.66
Accounts Receivable	
300 A/R General	0.00
301 A/R Pass thru receivable	6.30
Total 300 A/R General	6.30
Total Accounts Receivable	\$6.30
Other Current Assets	
400 Accounts Rec.	
406 OC Marketing due	1.99
Total 400 Accounts Rec.	1.99
450 Loans Rec.	
451 Quasi Equity Rec	
451.1 Lite 4 Life	21,493.10
451.2 Sly Tech	47,486.91
Total 451 Quasi Equity Rec	68,980.01
Total 450 Loans Rec.	68,980.01
Total Other Current Assets	\$68,982.00
Total Current Assets	\$740,036.96
Fixed Assets	
15000 Furniture and Equipment	15,934.10
Total Fixed Assets	\$15,934.10
TOTAL ASSETS	\$755,971.06
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
600 Accounts Payable	0.00
600.2 Mileage Reimbursement	131.18
600.3 OED Contract	22,564.22
600.7 Deposit Payable	2,000.00
Total 600 Accounts Payable	24,695.40
Total Accounts Payable	\$24,695.40
Total Current Liabilities	\$24,695.40
Total Liabilities	\$24,695.40

	TOTAL
Equity	
31500 Reserve for Contracts	443,756.00
31700 Reserved for Micro Loan loss	54,200.00
31725 Downtown Comm GIS Pre-payment	1,500.00
Total 31500 Reserve for Contracts	499,456.00
31600 Equity - Unreserved	-443,755.77
32000 Unrestricted Net Assets	532,548.32
Net Income	143,027.11
Total Equity	\$731,275.66
TOTAL LIABILITIES AND EQUITY	\$755,971.06

ONONDAGA CIVIC DEVELOPMENT CORPORATION
PAYMENT OF BILL - SCHEDULE #81
June 13, 2019

GENERAL EXPENSES

1.	<u>WASHINGTON/WALTON COMPANY LLC</u> June 2019 Rent	\$	9,888.24
2.	<u>CROUSE HEALTH HOSPITAL INC.*</u> 1st and Final Contract Payment Pediatric Catherterization Lab	\$	25,000.00
3.	<u>CROUSE HEALTH HOSPITAL INC.*</u> 1st and Final Contract Payment Perioperative (OR) Academy	\$	25,000.00
4.	<u>HARRIS BEACH PLLC</u> Inv2310854, General Legal thru 4-30-19	\$	399.00
5.	<u>TOSHIBA FINANCIAL SERVICES**</u> Inv#385604954, May-Jun 2019 Copier Service	\$	304.89
6.	<u>RESCUE MISSION ALLAINCE OF SYRACUSE, NEW YORK***</u> 1st and Final Service Contract Payment	\$	<u>25,000.00</u>
		Total	\$ 85,592.13

* Ratification of Checks dated May 29, 2019

** Ratification of Check dated June 5, 2019

*** Ratification of Check dated June 6, 2019