



**Regular Meeting Agenda
September 10, 2024**

8:30 AM Call to Order the Governance Committee Meeting

8:35 AM Call to Order the Regular Meeting of the Agency

1. Approval of Meeting Minutes: June 11, 2024
2. Treasurer's Report
3. Payment of Bills
4. Conflict of Interest

Action Items

1. Canine Jamboree (formerly Canine Carnival)

Galaxy Events Company is requesting funding to help underwrite the cost of the Canine Jamboree event on September 21, 2024 at Jamesville Beach Park. Costs to produce the event include venue rental, printing, tents, tables, porta potties, security, sound, labor, insurance, advertising, and coordination.

Board Action Requested:

- a. Adoption of a resolution of the Board approving a grant of \$2,500 for the Economic Growth Fund to support the cost of the event.

Representative: Carrie Wojtaszek

2. Committee Appointments

OCDC Board to appoint Christopher Daniel to the Finance Committee.

Representative: Robert Petrovich, President/CEO

3. Appointments

OCDC Board to appoint McKenna Moonan as Assistant Secretary.

Board Action Requested:

- a. Approve the appointment of McKenna Moonan as Assistant Secretary to the Onondaga Civic Development Corporation.

Representative: Robert Petrovich, President/CEO

4. Appointments

OCDC Board to appoint Robert Schoeneck as Assistant Treasurer.

Board Action Requested:

- a. Approve the appointment of Robert Schoeneck Assistant Treasurer to the Onondaga Civic Development Corporation.

Representative: Robert Petrovich, President/CEO

Adjourn

Onondaga Civic Development Corporation
Regular Meeting Minutes
June 11, 2024

A Regular Meeting of the Onondaga Civic Development Corporation was held on Tuesday, June 11, 2024, at 335 Montgomery Street, Floor 2M, Syracuse, New York.

Michael LaFlair called the meeting to order at 8:35 AM with the following:

PRESENT:

Michael LaFlair
Alison Miller
Kimberly Townsend
Virginia Biesiada O'Neill
Vincent Cioci

ABSENT:

Mitch Latimer

ALSO PRESENT:

Robert M. Petrovich, President/CEO
Nathaniel Stevens, Treasurer
Alexis Rodriguez, Secretary
McKenna Moonan, Office of Economic Development
Chris Andreucci, Harris Beach PLLC

APPROVAL OF REGULAR MEETING MINUTES - March 12, 2024

Upon motion by Kimberly Townsend, seconded by Virginia Biesiada O'Neill, the OCDC Board approved the Regular Meeting minutes of March 12, 2024. Motion was carried.

TREASURER'S REPORT

Nate Stevens gave a brief overview of the Treasurer's Report for the period ending May 2024.

Upon motion by Virginia Biesiada O'Neill, seconded by Kimberly Townsend, the OCDC Board approved the Treasurer's Report. Motion was carried.

PAYMENT OF BILLS

Nate Stevens gave a brief overview of the Payment of Bills. Upon motion by Virginia Biesiada O'Neill, seconded by Kimberly Townsend, the OCDC Board approved the Payment of Bills. Motion was carried.

CONFLICT OF INTEREST DISCLOSURE

Christopher Andreucci stated before Action Item 4 that there is a board member (Kimberly Townsend) who has a conflict of interest, and for that reason she will be abstaining from the conversation.

ACTION ITEMS

1. New Board Member Welcome - Christopher Daniel: Robert Petrovich introduced and welcomed Christopher Daniel to the OCDC Board.
2. Hancock Air Park-Lawn and Landscape Contract Update: Robert Petrovich advised that the Agency needs to provide seasonal mowing and clean up services for the property. Robert stated that the Agency received 3 bids for these services. The lowest bid was provided by Custom Lawn Scapes. He advised that the recommendation of the Board is to approve a contract with Custom Lawn Scapes for these services. Motion to approve was made by Kimberly Townsend, seconded by Virginia Biesiada O'Neill. Motion was carried unanimously.
3. Appointments - OCDC Board to Appoint Alexis Rodriguez as Secretary: Robert Petrovich gave a brief background of Alexis Rodriguez and advised that the recommendation of the Board is to approve this appointment. Motion to appoint Alexis Rodriguez as Secretary was made by Virginia Biesiada O'Neill, seconded by Kimberly Townsend. Motion was carried unanimously.
4. The Nottingham Retirement Community, Inc.- Agency counsel, Chris Andreucci, advised that OCDC's board member Kimberly Townsend is the CEO of Loretto, which is the

parent and sole member of The Nottingham Retirement Community, and as such she will be abstaining and not participating in the discussion.

The Nottingham Retirement Community, Inc. a New York not-for-profit corporation has submitted an application requesting revenue bonds in a principal amount not to exceed \$35,000,000: Representative John Brennan gave a brief overview of The Nottingham Retirement Community. He explained that the organization has been financed through M&T Bank. M&T Bank has asked them to convert the taxable loan to a tax-exempt loan and subsequently they will decide how they will refinance the loan once the conversion has been made. Following this explanation, Chris Andreucci, Agency counsel, explained to the Board that this is a straight refinancing of a 2018 M&T loan. Chris Andreucci went on to state that this is a conduit debt to OCDC. In order for the organization to access the tax-exempt bond market, they have to go through OCDC or some other on behalf of issuer or municipality. Michael LaFlair read the Board Action Requested of “Adoption of a resolution of the Board authorizing the issuance of up to \$35,000,000 in revenue bonds, in one or more series, on behalf of The Nottingham Retirement Community, Inc. for the purposes of refinancing existing indebtedness.” Motion to approve the issuance was made by Alison Miller, seconded by Vincent Cioci. Motion was passed with one abstention.

5. Friends of the Onondaga County Aquarium: Michael LaFlair stated that this action item would be pulled from the agenda.

Motion to adjourn made by Kimberly Townsend, seconded by Virginia Biesiada O’Neill at 8:46 AM.

Alexis Rodriguez, Secretary

Onondaga Civic Development Corporation

Profit and Loss

August 2024

	TOTAL
Income	
45000 Non-Operating Revenue	
45030 Interest	
45030.1 Bank Interest	5,153.70
Total 45030 Interest	5,153.70
Total 45000 Non-Operating Revenue	5,153.70
Total Income	\$5,153.70
GROSS PROFIT	\$5,153.70
Expenses	
62000 Operating Expenses	
63000 Administrative Expense	8,191.83
65010 Office Expense	
65010.1 Copier	348.00
Total 65010 Office Expense	348.00
65030 Legal	434.80
Total 62000 Operating Expenses	8,974.63
Total Expenses	\$8,974.63
NET OPERATING INCOME	\$ -3,820.93
NET INCOME	\$ -3,820.93

Onondaga Civic Development Corporation

Balance Sheet

As of August 31, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
101 Petty Cash	9.13
103 M&T Checking	201,570.58
104 NBT Checking	99,747.73
105 NBT Savings	1,062,255.77
Total Bank Accounts	\$1,363,583.21
Other Current Assets	
450 Loans Rec.	
451 Quasi Equity Rec	
451.2 Sly Tech	565.49
Total 451 Quasi Equity Rec	565.49
455 CoVid 19 Loans	
455.5 ReFit	4,500.00
455.91 Via Mondo	2,100.00
Total 455 CoVid 19 Loans	6,600.00
Total 450 Loans Rec.	7,165.49
Total Other Current Assets	\$7,165.49
Total Current Assets	\$1,370,748.70
Fixed Assets	
15000 Furniture and Equipment	6,145.00
Total Fixed Assets	\$6,145.00
TOTAL ASSETS	\$1,376,893.70
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
600 Accounts Payable	0.00
600.2 Mileage Reimbursement	-0.07
600.3 OED Contract	52,301.98
Total 600 Accounts Payable	52,301.91
Total Accounts Payable	\$52,301.91
Total Current Liabilities	\$52,301.91
Total Liabilities	\$52,301.91
Equity	
31500 Reserve for Contracts	296,575.00
31700 Reserved for Micro Loan loss	8,566.00
31725 Downtown Comm GIS Pre-payment	1,500.00
Total 31500 Reserve for Contracts	306,641.00

Onondaga Civic Development Corporation

Balance Sheet

As of August 31, 2024

	TOTAL
31600 Equity - Unreserved	-296,574.77
32000 Unrestricted Net Assets	390,763.81
Net Income	923,761.75
Total Equity	\$1,324,591.79
TOTAL LIABILITIES AND EQUITY	\$1,376,893.70

ONONDAGA CIVIC DEVELOPMENT CORPORATION
PAYMENT OF BILLS - SCHEDULE #115
September 10, 2024

GENERAL EXPENSES

1. <u>HARRIS BEACH PLLC*</u>	\$	109.50
General Corporate, Inv#8976026		
2. <u>PHILADELPHIA INSURANCE COMPANIES**</u>	\$	1,254.00
Insurance Premium, Inv#2007074643		
3. <u>TOSHIBA FINANCIAL SERVICES**</u>	\$	174.00
Inv#531993632		
4. <u>TOSHIBA FINANCIAL SERVICES***</u>	\$	174.00
Inv#534237854		
5. <u>HARRIS BEACH PLLC***</u>	\$	283.50
General Corporate, Inv#8981718		
6. <u>HARRIS BEACH PLLC****</u>	\$	15.50
General Corporate, Inv#8984536		
7. <u>HARRIS BEACH PLLC*****</u>	\$	135.80
General Corporate, Inv#8984536		
8. <u>TOSHIBA FINANCIAL SERVICES*****</u>	\$	174.00
Inv#536445497		
Total	\$	2,320.30

*Ratification of check dated June 12, 2024

**Ratification of checks dated June 27, 2024

***Ratification of checks dated August 5, 2024

****Ratification of check dated August 19, 2024

*****Ratification of check dated August 20, 2024

*****Ratification of check dated August 27, 2024



Economic Growth Fund Application

To apply applicants should submit:

1. A signed application.
2. A project description of no more than three (3) pages including:
 - a. Description of the project, its core activities and goals
 - b. Number of persons and geographic distribution to be served directly by the project.
 - c. Detailed description of all sources and uses of funding required to complete the project as well as identifying funds that have already been committed.

**Applicants may be required to submit additional information that the Office of Economic Development deems necessary*

Organization Name:	Galaxy Events Company		
Mailing Address:	235 Walton Street		
City:	Syracuse	State:	NY
		Zip:	13202
Phone:	315-471-9597	Fax:	315-472-1888
Contact Person:	Carrie Wojtaszek		
Email Address:	carrie@galaxymediapartners.com		
Executive Director/ President:	Carrie Wojtaszek		
Executive Director/ President's Email:	carrie@galaxymediapartners.com		
Title of Proposed Project:	Canine Jamboree (formerly Canine Carnival)		
Primary Purpose of Proposed Project:	Community Event		
Estimated Project Start Date:	9/21/2024	Estimated End Date:	9/21/2024
Total Project Budget:	\$195,000		
Amount of Funding Requested:	\$2,500		
Primary Purpose of Requested Funds:	Help underwrite the cost of the community event		
Type of Funding Requested:	Business Attraction & Retention Grant		

I have read paragraph 4.2 of the instructions and understand that the applicant must identify in writing and
☒ state the reasons for withholding information it deems proprietary and is requesting not be made publicly
available.

☐ Please check here if you have marked information as confidential/proprietary.

Title

Date:

8/16/24



Canine Jamboree | Saturday, 9/21/24

Jamesville Beach Park; 10am-3pm



Canine Jamboree Costs 2024 *(Estimate- based on 2023 numbers and new elements)*

Expenses

Jamesville Beach Park	\$1,900
Voss Signs (new logo)	\$1,500
Tents/Porta Potties	\$5,500
Golf Carts	\$600
Westcott Events/Parking	\$750
Insurance, Liability	\$1,200
Management Expenses	\$20,000
Labor	\$850
Ticket Spice Scanners	\$100
Balloons	\$350
Website/Social Media	\$450
Credit Card Processing Fees	\$50
Shirts/Bandanas	\$400
Video/Photographer	\$350
Stage (Rental from City of Syracuse)	\$500
Snow Fencing for Show Ring	\$250
Live Music/Band/DJ	\$500
Advertising	\$160,520
Total Cost	\$195,770
Total Cost to produce (minus advertising)	\$35,250

2023 Media Breakdown for Grant			
KROCK (SYR)	718	\$40	\$28,720
TK99	575	\$60	\$34,500
ESPN Syr	1306	\$25	\$32,650
Sunny102	734	\$35	\$25,690
KROCK (Utica)	696	\$25	\$17,400
ESPN Utica	1,034	\$10	\$10,340
Mix102	708	\$15	\$10,620
SU Football/Coach's Show	12	\$50	\$600
			\$160,520

Confirmed Partners 2024 as of August 1, 2024:

Upstate Honda Dealers- \$7,500

Earthwise Pet Nutrition Center- \$3,500

Corporate Vendors: \$1,700

2023 Event Recap and details on Canine Jamboree:

The 2023 Canine Carnival presented by Upstate Honda Dealers was a HUGE success. We welcomed 70+ local vendors that included 45+ local rescues and shelters from all across New York State. Each rescue and shelter had the opportunity to bring adoptable pups looking for their “forever” home to participate in our annual “Adoptable Dog Walk.” Uniting adoptable pups with their “forever” homes is one of the most rewarding experiences of the Canine Carnival each year. PLUS, all the proceeds are given back to those same local rescues and shelters.

Approximately 3,000 people from Onondaga County came out to enjoy the Canine Carnival event in 2023! Approximately \$10,000 was donated back to CNY Animal Rescues.

*** After nearly a half million dollars being donated to Central New York animal rescues and a thousand animals finding their forever homes, Wayne's Canine Carnival (founded by the Priscilla Mahar Animal Welfare Foundation) will ended following our final round of donations to various animal rescues in Spring 2024.*

A new festival for pet lovers called the Canine Jamboree debuts at Jamesville Beach Park on Saturday, September 21, 2024, from 10am to 3pm. It's the successor to Wayne's Canine Carnival, which founder Wayne Mahar announced will come to a close after 14 years. The Canine Jamboree aims to honor the event's legacy and the important work Mahar has done for animals in need in our community.

The event will be a day filled with furry friends, fun activities, and the chance to make a huge difference in the lives of animals in need of homes. The Canine Jamboree will feature local shelters showcasing adorable animals seeking forever homes, dozens of pet related vendors, and a great live music element too!

Canine Jamboree is not just about finding forever homes— it is also a celebration between owners and their pets. Attendees are encouraged to bring along their own four-legged friends to enjoy the festivities together. Event goers can meet adorable animals, shop with the dozens of vendors, watch exciting demonstrations in the show ring, and mingle with fellow dog lovers. Proceeds from Canine Jamboree are distributed among local animal shelters who participate in this event!

Canine Jamboree will feature an adoptable dog walk, small dog and large dog fenced in areas, a “Pug Shot” free photo station, animal rescue booths from all over the state, great food (for people and pets), pet related vendors and more!

The funds from the grant were used to underwrite the cost of the event. Costs to produce the event include: venue rental, printing, tents, tables, chairs, porta potties, security, sound, labor, insurance, advertising and coordination.

Positive comments from the public:



KROCK
September 29, 2023 · 🌐

Cody met Toto at the [Canine Carnival](#) a couple weeks ago when he got to walk him. Toto had lost his owner & best friend in the same week and needed a home to live out his golden years...

And he found that home yesterday when Cody's mom decided to adopt him. ❤️🐾

[Debbi TriDente](#)

Thanks for having us. Beautiful weather and great people

[Louann Lonis](#)

Thanks for this video. I got there about one thirty, then due to old orthopedic injury; had to ride on a golf cart . Your workers were kind and helped with my disappointment of having to leave early . Hopefully next year will be better. Thanks again.



Karen LaBarr

We got adopted at the Canine Carnival! We are at our new home resting from a busy day!



45w Like Reply 2 🍷❤️



Rachel Duffy

This girl is having fun!!



45w Like Reply 2 🍷



Jamie Ohman

Wonderful event as always!! 🍷

45w Like Reply



Did you adopt your pup from Canine
Carnival?
Post pics below!



Mary Lepkowski

Bo, adopted Aug 2015. It was ❤️ at first sight for me 🙏 from Rottie Mtn Rescuel



Jerry Ball

Jack 10 years ago



45w Like Reply ❤️



Amber Oliver

This is Remi now 🙏 ...



45w Like Reply 3 🍕🍕🍕



Amber Oldfield

Poppy. Adopted this year from North Country Pet Adoption!! ❤️🐾



45w Like Reply 🍕



Amber Oliver

Almost 6 years ago now! Saw her at the Recycle-A-Bull Bully Breed Rescue Inc. booth and put in an application that day! This was her on that day...



45w Like Reply 2 🍕🍕



Michael Wunderlich
Sophie, 11 years ago ...



45w Like Reply 🍕🍕



Tracy Stewart

2022: We met the fabulous folks from 2nd Chance Rescue at the Canine Carnival - and now Mr. Murphy is a beloved member of our family! Thank you Canine Carnival !!



45w Like Reply Edited ❤️



Cynthia Tynan
Yest! 5 years ago



45w Like Reply 2 🍕🍕

2023 Recap Photos:

Canine Carnival weather forecast on channel 3:



Local digital billboard artwork:



Sample of Social Posts:



