ONONDAGA COUNTY
INDUSTRIAL DEVELOPMENT AGENCY
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Finance Committee Meeting Agenda
October 23, 2025

Committee Members: Susan Stanczyk (Chair), Patrick Hogan, Elizabeth Dreyfuss

Call to Order the Finance Committee Meeting

A. Approval of Minutes: July 17, 2025

Action Items:

1. **Finance Committee Charter**

   Action Requested:
   a. A resolution of the Committee to transmit the Committee Charter *with/without* comment to the Governance Committee for review and recommendation to the Board.

2. **2026 Agency Budget**

   Action Requested:
   a. A resolution of the Committee to transmit the 2026 Agency Budget to the full Board for adoption.

   Representative: Nate Stevens, Treasurer

Adjourn

OCIDA
ONONDAGA COUNTY
INDUSTRIAL DEVELOPMENT AGENCY

Finance Committee Meeting Minutes
July 17, 2025

A Finance Committee meeting of the Onondaga County Industrial Development Agency was held on Thursday, July 17, 2025, at 335 Montgomery Street, Floor 2M, Syracuse, New York.

Patrick Hogan called the meeting to order at 8:30 AM with the following in attendance:

PRESENT:
Patrick Hogan
Elizabeth Dreyfuss

ABSENT:
Susan Stanczyk

ALSO PRESENT:
Robert M. Petrovich, Executive Director
Nate Stevens, Treasurer
Alexis Rodriguez, Secretary
Robert Schoeneck, Assistant Treasurer
Evan Carter, Assistant Secretary
Amanda Fitzgerald, Esq., Agency Counsel
Jeffrey Davis, Esq., Agency Counsel

Approval of Meeting Minutes: October 10, 2024

Upon motion by Elizabeth Dreyfuss, seconded by Patrick Hogan, the Committee approved the Finance Committee meeting minutes of October 10, 2024. Motion was carried.

Action Items:

1. **Review of 2026 Draft Budget**
   Nate Stevens noted that this is a draft budget for the Committee to review. The final budget will be presented to the Committee in October for review and submission to the full Board for approval. He advised that there have been no changes to the budget, as he does not see any operational changes in 2026.

Motion to adjourn was made by Elizabeth Dreyfuss and seconded by Patrick Hogan at 8:32 AM.

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Alexis Rodriguez, Secretary

FINANCE COMMITTEE CHARTER

This Finance Committee Charter was adopted by the Members of the Onondaga County Industrial Development Agency, a public benefit corporation established under the laws of the State of New York, on this 11th day of February 2010.

Purpose

Pursuant to Article VI, Section 3 of the Agency's bylaws, the purpose of the finance committee shall be to (1) review proposals for the issuance of debt by the Agency; and (2) provide recommendations to the Agency regarding the issuance of debt.

Powers of the Finance Committee

It shall be the responsibility of the Finance Committee to:

- Review proposals for the issuance of debt for the Agency and make recommendations to the Agency regarding the issuance of such debt.
- Seek any information it requires from the Agency and project applicants regarding the proposals for the issuance of debt
- Retain and consult with, at the Agency's expense, such outside counsel, experts and other advisors as the Finance Committee may deem appropriate.

Composition of Committee and Selection of Members

The Finance Committee is established as set forth in and pursuant to Article VI, Section 3 of the Agency's bylaws. The Finance Committee shall be comprised of a minimum of three independent members. The Agency's Chair will appoint the Finance Committee members and the Finance Committee Chair.

Finance Committee members shall be prohibited from being an employee of the Agency or an immediate family member of an employee of the Agency. In addition, Finance Committee members shall not engage in any private business transactions with the Agency or receive compensation from any private entity that has material business relationships with the Agency, or be an immediate family member of an individual that engages in private business transactions with the Agency or receives compensation from an entity that has material business relationships with the Agency.

The members of the Finance Committee shall possess the necessary skills to understand the duties and functions of the Finance Committee. Including an understanding of the types of debt issued by the Agency.

Meetings

The Finance Committee will meet a minimum of twice a year, with the expectation that additional meetings may be required to adequately fulfill all the obligations and duties outlined in the charter.

Members of the Finance Committee are expected to attend each committee meeting, in person or via videoconference. The Finance Committee may invite other individuals, such as members of management, financers or other technical experts to attend meetings and provide pertinent information, as necessary.

Meeting agendas will be prepared for every meeting and provided to the Finance Committee members along with briefing materials before the scheduled Finance Committee meeting. The Finance Committee will act only on the affirmative vote of a majority of the members at a meeting or by the consent of a majority of the members. Minutes of these meetings will be recorded.

Responsibilities

The Finance Committee shall have responsibilities related to the issuance of debt by the Agency.

The Finance Committee shall:

- Present annually to the Agency's members a written report of how it has discharged its duties and met its responsibilities as outlined in the charter.
- Obtain any information and training needed to enhance the Committee members' understanding of the issuance of debt by the Agency
- Review the Committee's charter annually, reassess its adequacy, and recommend any proposed changes to the Members of the Agency. The Finance Committee charter will be updated as applicable laws, regulations and standards change.
- Conduct an annual self-evaluation of its performance, including its effectiveness and compliance with the charter and request member approval for proposed changes.

OCIDA 2026 Budget

1. Operating Expenses/Program Expenses	**2025 Budget**	**2026 Budget**	**2027 Budget**	**2028 Budget**	**2029 Budget**
Onondaga County - Contractual Support Services	$ 950,000	$ 950,000	$ 950,000	$ 950,000	$ 950,000
General & Administrative	$ 1,300,000	$ 1,300,000	$ 1,300,000	$ 1,300,000	$ 1,300,000
Pass-through Expense (PILOT Payments)	$ 9,500,000	$ 9,500,000	$ 9,500,000	$ 9,500,000	$ 9,500,000
Other Pass-through Expense	$ 3,700,000	$ 3,700,000	$ 3,700,000	$ 3,700,000	$ 3,700,000
Depreciation Expense	$ 30,000	$ 30,000	$ 30,000	$ 30,000	$ 30,000
Professional Services	$ 350,000	$ 350,000	$ 350,000	$ 350,000	$ 350,000
Marketing Expense	$ 200,000	$ 200,000	$ 200,000	$ 200,000	$ 200,000
Other Expenses	$ 200,000	$ 200,000	$ 200,000	$ 200,000	$ 200,000
Conferences/Project Events	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000
Office Expenses/Meeting Expenses	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000
Total Operating/Program Expenses	**$ 3,130,000**	**$ 3,130,000**	**$ 3,130,000**	**$ 3,130,000**	**$ 3,130,000**

2. Revenue	**2025 Budget**	**2026 Budget**	**2027 Budget**	**2028 Budget**	**2029 Budget**
Agency Revenues	$ 3,000,000	$ 2,800,000	$ 2,800,000	$ 2,800,000	$ 2,800,000
Pass-through Income (PILOT Payments)	$ 9,500,000	$ 9,500,000	$ 9,500,000	$ 9,500,000	$ 9,500,000
Other Pass-through Income	$ 3,700,000	$ 3,700,000	$ 3,700,000	$ 3,700,000	$ 3,700,000
Rent Income	$ 15,000	$ 15,000	$ 15,000	$ 15,000	$ 15,000
Grant Income/Reimbursement	$ 15,000	$ 15,000	$ 15,000	$ 15,000	$ 15,000
Other Income	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000
Interest Income	$ 50,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000
Total Revenue	**$ 3,130,000**	**$ 3,130,000**	**$ 3,130,000**	**$ 3,130,000**	**$ 3,130,000**

Pass-through expenses and Pass-through income are not included in the subtotals.