

**CENTRAL NEW YORK REGIONAL MARKET AUTHORITY  
REGULAR BOARD MEETING  
Tuesday, September 5, 2023  
5:30 PM**

**PRESENT:**A. Emmi, A. Carvell, T. Bonoffski, J.A. Delaney, J. Berenguer, M. Broccoli, T. Kerr

**ZOOM:** G. Palmer

**ABSENT:** G. Palmer, J. Musumeci, M. Mahar, R. Daratt, C. Pratt

**OTHER IN PERSON:** Amanda Vitale, Heidi Poole

The meeting was called to order at 5:36 PM by Board President, Anthony Emmi.

T. Emmi asked that everyone go around the table and introduce themselves since there is a new board member in the room. Everyone introduced themselves and said a little bit about what they do.

**APPROVAL OF AGENDA**

Resolved: a motion was made by J.A. Delaney, and seconded by T. Kerr to approve the agenda. All in favor; no one opposed; no one abstentions.

**APPROVAL OF PRIOR MINUTES 8/1/23**

This vote was tabled until the October meeting.

**BOARD DISCUSSION**

**Funding and Political Outreach Updates**

Am. Vitale presented that there were two very successful political outreach events held at the market this past month. On Thursday, August 3rd, 2023, the Authority held a political representatives and press tour of the facility. This event was co-hosted by the Syracuse-Onondaga Food Systems Alliance (SOFSA), the Onondaga County Farm Bureau, and the Onondaga County Ag. Council (Onondaga Grown). The event was attended by over 30 members of local and state government and members of the press. A. Vitale spoke first, welcoming folks to the event and providing a bit of background. A. Emmi followed with a speech highlighting the history and challenges of the Authority, and Dave Knapp (chair of the Onondaga County Ag. Council) wrapped up the speeches by highlighting the importance of the

Market and the project in relation to its impact on the community and local food systems. To kick off the tours, the group was joined by: Joey, Paula, and Johnny Russo. Johnny was able to give the group some background information on their business and operations. He touched on many important factors during this time. He highlighted the rich history of his family's business, and how they have operated out of that very unit since the market opened its gates in 1936, driving home not only the point of the history and success of the family's business in that location but also the fact of the exponential growth that the business has experienced in that time. However, with growth and with the onset of modern scale and food safety regulations, they have been met time after time with obstacles in their business that are heavily due to the dated facility that they have operated out of for so many years. Tours through the tight coolers, dock spaces, and staging areas drove this point home even more. Following this tour, A. Vitale then took the group through the rest of the facility to highlight additional issues and challenges that have arisen out of the age of the facility, before heading back to the F-Shed where she was able to take the podium again to answer any questions that had arisen out of the tour.

As a result of the tour and press event, there were several positive articles and segments aired. Shortly thereafter, A. Emmi and M. Broccoli attended a meeting at the office of Assemblyman Magnarelli. Following this meeting, A. Vitale received a phone call from the Assemblyman that there would be a meeting held at the Market on Friday, August 25th and to prepare for it. The meeting would not be public event, and it would include members from the following offices: New York State Governor's Office, the Commissioner of Agriculture, the Office of General Services, Senator May's Office, Assemblyman Magnarelli's Office, the Mayor of Syracuse's Office, and the Office of the Onondaga County County Executive. This meeting was explained to be a fact finding mission being held by the New York State Governor's Office and the Commissioner of Agriculture.

On Friday, August 25th, the Authority welcomed over twenty (20) folks from the aforementioned offices to the F-Shed once more for a round table meeting and in-depth tour of the facility. This meeting was positive and successful, with parties around the table all stating agreement for the importance of bringing this project to fruition. In closing the meeting, Assemblyman Magnarelli asked that the team at the Authority, in coordination with C&S Engineers, bring completed plans and market studies for the entire project prior to the end of the calendar year.

Following this meeting, A. Vitale and G. Frigon sat down with a team at C&S Engineers on Thursday, August 31st, to discuss next steps. This meeting was an open round table discussion where we discussed priorities in the project, items that were highlighted as important to political representation, deadlines, and other items. A couple of notable items highlighted by political representation include: state of the art

facilities, green energy and construction, options for new construction vs. remodeling of existing structures, and move-in ready facilities for the tenants.

Am. Vitale will be working closely with C&S Engineers in the next few months to bring these plans to completion.

Am. Vitale made note, that she has been working diligently on figuring out the Authority's budget, and the budget implications that this portion of the project will have. Currently, the Authority is pushing the full year's budget on legal and professional expenses. This is due to the significant amount of work that has been done with the architects and engineers to create bid spec, plans, and other work to complete emergency repairs and improvements, in coordination with the extensive amount of legal assistance that has been required as the Authority navigates through multiple audits, a full revamp of policies, procedures, and bylaws, and works to address legislation and other items that have been brought to the Authority's attention. Am. Vitale noted that it will be a heavy and expensive lift to get the full proposal and study completed and submitted prior to the end of the calendar year. However, there will be no way to increase revenue until this project gets off of the ground and renovated spaces begin becoming available for rental. Staff has been brainstorming ideas for any additional supplemental income possible, but this is a huge challenge with the Authority's existing conditions and work load. Additionally, Am. Vitale noted that she has eliminated 2 staff positions for the time being – so long as the workload is able to be sustained through to next Spring with the remaining staff.

### **Project Bid and Other Updates**

Am. Vitale presented that plans have been completed for the roof repair and skylight removal on the Regional Market Commons. At this time, the plans need to be reviewed and placed into a bid document by the Authority's lead engineer. Once this is complete, the project will be ready to go out to bid.

### **Update on NYS Comptroller's Office Audit and DB&B Audit**

Am. Vitale presented that we are still waiting on the draft audit from DB&B. The lead auditor was on unexpected family leave, which caused an additional unexpected delay. He is scheduled to present the draft at the October meeting of the Board of Directors. This is also the final piece of information that the Auditors from the New York State Comptroller's Office are currently waiting on. We will hopefully have an update soon. Additionally, we have been under Audit by PARIS as well, and cannot file until the audit is resolved. It has been more than six (6) months since we have heard from them, and have not responded to our attempts to check on the status. At this time, we will continue to reach out, but cannot file until this is resolved.

## **NAPMM Nashville Conference**

Am. Vitale reminded members of the Board of Directors of the Upcoming NAPMM conference being held in Nashville, TN, and let everyone know to speak with her if they are interested in attending and she can assist with registration and booking.

## **Commercial and Land Lease Updates**

Resolved: a motion was made by J.A. Delaney , and seconded J. Berenguer by to go out of regular session and into **executive session** for the discussion of lease negotiations. All in favor; no one opposed; no one abstentions.

Resolved: a motion was made by M. Broccoli, and seconded by T. Kerr to go out of executive session and into regular session. All in favor; no one opposed; no one abstentions.

## **NEXT MEETING**

The next meeting of the Board of Directors will be on Tuesday, October 3rd at 5:30 PM in the conference room on the second floor of the Administration Building at 2100 Park Street.

The Governance Committee has scheduled a meeting for September 12th at 5:30pm to be held in the conference room on the second floor of the Administration Building at 2100 Park Street.

## **ADJOURNMENT**

Resolved: a motion was made by J.Berenguer and seconded by T. Bonoffski to adjourn at 7:17 PM. All in favor; no one opposed; no abstentions.