

# Short Environmental Assessment Form

## Part 1 - Project Information

### Instructions for Completing

**Part 1 – Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 – Project and Sponsor Information</b>			
Name of Action or Project: Cazenovia College HVAC Improvement Project			
Project Location (describe, and attach a location map): 9 - 11 Seminary Street, Cazenovia, New York 13035			
Brief Description of Proposed Action: Heating and electrical system upgrade at Hubbard/Eddy/Coleman/Williams complex at Cazenovia College; reconstruction and improvement of existing campus buildings; purchase and installation of furniture and equipment.			
Name of Applicant or Sponsor: Cazenovia College (Mark Edwards, CFO)		Telephone: 315-655-7334 E-Mail: medwards@cazenovia.edu	
Address: 22 Sullivan Street			
City/PO: Cazenovia		State: New York	Zip Code: 13035
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>
			YES <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval: Village of Cazenovia Code Inspection			NO <input type="checkbox"/>
			YES <input checked="" type="checkbox"/>
3. a. Total acreage of the site of the proposed action?		_____ N/A acres	
b. Total acreage to be physically disturbed?		_____ N/A acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? All renovations to existing buildings		_____ N/A acres	
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input checked="" type="checkbox"/> Other(Specify): College			
<input type="checkbox"/> Parkland			

		NO	YES	N/A
5. Is the proposed action,				
	a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?		NO	YES	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?		NO	YES	
If Yes, identify: _____		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?		NO	YES	
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	b. Are public transportation services available at or near the site of the proposed action?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements?		NO	YES	
If the proposed action will exceed requirements, describe design features and technologies: _____ _____		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply?		NO	YES	
If No, describe method for providing potable water: _____ _____		<input type="checkbox"/>	<input checked="" type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?		NO	YES	
If No, describe method for providing wastewater treatment: _____ _____		<input type="checkbox"/>	<input checked="" type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?		NO	YES	
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?		NO	YES	
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____				

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO	YES
a. Will storm water discharges flow to adjacent properties?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?	<input type="checkbox"/>	<input type="checkbox"/>
If Yes, briefly describe: _____ _____		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p><b>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b></p> <p>Applicant/sponsor/name: <u>Cazenovia College</u> Date: <u>5/21/2019</u></p> <p>Signature: <u><i>Mark H Edwards</i></u> Title: <u>Chief Financial Officer</u></p>		

**MADISON COUNTY CAPITAL RESOURCE CORPORATION**

**APPLICATION FOR REVENUE BOND FINANCING**

**IMPORTANT NOTICE:** The answers to the questions contained in this application are necessary to determine your firm's eligibility for financing and other assistance from Madison County Capital Resource Corporation. These answers will also be used in the preparation of papers in this transaction. Accordingly, all questions should be answered accurately and completely by an officer or other employee of your firm who is thoroughly familiar with the business and affairs of your firm and who is also thoroughly familiar with the proposed project. This application is subject to acceptance by the Corporation.

TO: Madison County Capital Resource Corporation  
Madison County Center for Economic Development  
3215 Seneca Turnpike  
Canastota, New York 13032  
Attention: Chairman

This application by applicant respectfully states:

APPLICANT: Cazenovia College

APPLICANT'S STREET ADDRESS: 22 Sullivan Street

CITY: Cazenovia STATE: New York ZIP CODE: 13035

PHONE NO.: 315-655-7334 FAX: 315-655-4000 EMAIL: medwards@cazenovia.edu

NAME OF PERSON(S) AUTHORIZED TO SPEAK FOR APPLICANT WITH RESPECT TO THIS

APPLICATION: Ronald D. Chesbrough, President  
Mark Edwards, Chief Financial Officer

IF APPLICANT IS REPRESENTED BY AN ATTORNEY, COMPLETE THE FOLLOWING:

NAME OF FIRM: Bond, Schoeneck & King, PLLC

NAME OF ATTORNEY: Paul W. Reichel, Esq.

ATTORNEY'S STREET ADDRESS: One Lincoln Center

CITY: Syracuse STATE: New York ZIP CODE: 13202

PHONE NO.: 315-218-8135 FAX: 315-218-8100 EMAIL: preichel@bsk.com

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NOTE: PLEASE READ THE INSTRUCTIONS ON PAGE 2 BEFORE FILLING OUT THIS APPLICATION.  
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## INSTRUCTIONS

1. The Corporation will not approve any application unless, in the judgment of the Corporation, said application contains sufficient information upon which to base a decision whether to approve or tentatively approve an action.
2. Fill in all blanks, using “none” or “not applicable” or “N/A” where the question is not appropriate to the project which is the subject of this application (the “Project”).
3. If an estimate is given as the answer to a question, put “(est)” after the figure or answer which is estimated.
4. If more space is needed to answer any specific question, attach a separate sheet.
5. When completed, return two (2) copies of this application to the Corporation at the address indicated on the first page of this application.
6. The Corporation will not give final approval to this application until the Corporation has received a completed environmental assessment form concerning the Project which is the subject of this application.
7. Please note that Article 6 of the Public Officers Law declares that all records in the possession of the Corporation (with certain limited exceptions) are open to public inspection and copying. If the applicant feels that there are elements of the Project which are in the nature of trade secrets or information, the nature of which is such that if disclosed to the public or otherwise widely disseminated would cause substantial injury to the applicant’s competitive position, the applicant may identify such elements in writing and request that such elements be kept confidential in accordance with Article 6 of the Public Officers Law.
8. The applicant will be required to pay to the Corporation all actual costs incurred in connection with this application and the Project contemplated herein (to the extent such expenses are not paid out of the proceeds of the Corporation’s bonds issued to finance the project). The applicant will also be expected to pay all costs incurred by general counsel and bond counsel to the Corporation. The costs incurred by the Corporation, including the Corporation’s general counsel and bond counsel, may be considered as a part of the project and included as a part of the resultant bond issue.
9. The Corporation has established an application fee of Two Hundred Fifty Dollars (\$250) to cover the anticipated costs of the Corporation in processing this application. A check or money order made payable to the Corporation must accompany each application. **THIS APPLICATION WILL NOT BE ACCEPTED BY THE CORPORATION UNLESS ACCOMPANIED BY THE APPLICATION FEE.**
10. The Corporation has established a project fee for each project in which the Corporation participates. **UNLESS THE CORPORATION AGREES IN WRITING TO THE CONTRARY, THIS PROJECT FEE IS REQUIRED TO BE PAID BY THE APPLICANT AT OR PRIOR TO THE GRANTING OF ANY FINANCIAL ASSISTANCE BY THE CORPORATION.**

FOR CORPORATION USE ONLY

1.	Project Number	_____
2.	Date application Received by Corporation	_____, 20__
3.	Date application referred to attorney for review	_____, 20__
4.	Date copy of application mailed to members	_____, 20__
5.	Date notice of Corporation meeting on application posted	_____, 20__
6.	Date notice of Corporation meeting on application mailed	_____, 20__
7.	Date of Corporation meeting on application	_____, 20__
8.	Date Corporation conditionally approved application	_____, 20__
9.	Date of mailing Notice of Public Hearing to affected Taxing Jurisdictions	_____, 20__
10.	Date of posting Notice of Public Hearing	_____, 20__
11.	Date of publication of Notice of Public Hearing	_____, 20__
12.	Date Public Hearing held	_____, 20__
13.	Date Environmental Assessment Form ("EAF") received	_____, 20__
14.	Date Corporation completed environmental review	_____, 20__
15.	Date of final approval or rejection of application	_____, 20__

## SUMMARY OF PROJECT

Applicant: Cazenovia College

Contact Person: Mark Edwards

Phone Number: 315-655-7334

Occupant: Cazenovia College

Project Location: Cazenovia, New York

Approximate Size of Project Site: Reconstruction and improvement of existing buildings

Description of Project: Replace existing steam heating system and upgrade electrical distribution panels; reconstruction and improvement of campus buildings; purchase and installation of furniture and equipment; debt refinance; working capital. See capital project budget attached.

Type of Project:  Manufacturing

Warehouse/Distribution

Commercial

Not-For-Profit

Other-Specify \_\_\_\_\_

Employment Impact: Existing Jobs: 205 FT; 22 PT; 192 seasonal  
New Jobs: 0

Project Cost: \$23,500,000

Type of Financing:  Tax-Exempt  Taxable

Amount of Bonds Requested: \$14,940,000 Exempt; \$8,560,000 Taxable

Estimated Value of Mortgage Tax-Exemption: \$235,000

I. INFORMATION CONCERNING THE PROPOSED OCCUPANT OF THE PROJECT (HEREINAFTER, THE "COMPANY").

A. Identity of Company:

1. Company Name: Cazenovia College

Present Address: 22 Sullivan Street

Town/City: Cazenovia State: New York

Zip Code: 13035

Employer's ID No.: 15-0543658

Phone: 315-655-7334 Fax: 315-655-4000 Email: [medwards@cazenovia.edu](mailto:medwards@cazenovia.edu)

2. If the Company differs from the Applicant, give details of relationship: N/A

3. Indicate type of business organization of Company:

a.  Corporation. If so, incorporated in what country? USA;  
What State? New York; Date Incorporated – April 6, 1825;  
Type of Corporation? Not-for-Profit; Authorized to do business in New York?  
Yes X; No \_\_\_\_.

b.  Partnership. If so, indicate type of partnership \_\_\_\_\_;  
Number of general partners \_\_\_\_\_; Number of limited partners \_\_\_\_\_.

c.  Limited Liability Company. If so, formed in what state? Date  
Formed \_\_\_\_\_; Authorized to do business in New York? Yes \_\_\_\_;  
No \_\_\_\_\_.

d.  Sole proprietorship.

4. Is the Company a subsidiary or direct or indirect affiliate of any other organization(s)? If so, indicate name of related organization(s) and relationship:

No



B. Management of Company:

1. List all owners, members, officers, directors and partners (complete all columns for each person):

NAME AND HOME ADDRESS	OFFICE HELD	OTHER PRINCIPAL BUSINESS
Ronald Chesbrough	President	
Mark Edwards	CFO	
David Bergh	Vice President	
See Board of Trustees list attached		

2. Is the Company or management of the Company now a plaintiff or a defendant in any civil or criminal litigation? Yes \_\_\_; No X.
3. Has any person listed above ever been convicted of a criminal offense (other than a minor traffic violation)? Yes \_\_\_; No X.
4. Has any person listed above or any concern with whom such person has been connected ever been in receivership or been adjudicated a bankrupt? Yes \_\_\_; No X.
5. Has the Company been cited by any regulatory authority for environmental violations? Yes \_\_\_; No X.
6. If the answer to any of questions 2 through 5 is yes, please, furnish details in a separate attachment.

C. Principal owners of Company:

1. Is Company publicly held? Yes \_\_\_; No X. If yes, please list exchanges where stocks are traded:

2. If no, list all stockholders having a 5% or more interest in the Company:

NAME	ADDRESS	PERCENTAGE OF HOLDING
N/A		

D. Company's principal bank(s) of account:

See attached

E. Please attach copies of the Company's financial statements (audited preferred) for the last four years.

See attached

F. Please attach your Company's business plan, including projected financial statements for the next three years.

See attached

NOTE: For items E and F, confidentiality may be maintained upon your specific request.

II. DATA REGARDING PROPOSED PROJECT.

A. Description of the Project: (Please provide a brief narrative description of the Project.)

Refinancing of outstanding debt, HVAC improvements to Hubbard/Eddy/Coleman/Williams complex, reconstruction and improvement of campus buildings, purchase and installation of furniture and equipment, working capital

B. Location of the Project:

1. Street Address: 9-11 Seminary Street

2. City of:

3. Town of:

4. Village of: Cazenovia

- 5. County of: Madison
- 6. School District: Cazenovia

C. Description of the Project site:

- 1. Approximate size (in acres or square feet) of the Project site: See campus map attached.

Is a map, survey or sketch of the Project site attached? Yes X; No \_\_\_\_.

Part of Tax Map 94.44-1-53

- 2. Are there existing buildings on the Project site? Yes X; No \_\_\_\_.
  - a. If yes, indicate the number of buildings on the site: 9 included in project. Also, please briefly identify each existing building and indicate the approximate size (in square feet) of each such building:

HVAC improvements to approximately 90,500 sq. ft. Hubbard/Eddy/  
Coleman/Williams complex; reconstruction and improvement of other campus  
buildings. See project budget attached.

- b. Are the existing buildings in operation? Yes X; No \_\_\_\_\_. If yes, describe present use of present buildings:

Housing, offices, library, instruction classrooms/lab.

- c. Are the existing buildings abandoned? Yes \_\_\_\_; No X. About to be abandoned? Yes \_\_\_\_; No \_\_\_\_\_. If yes, describe:

- d. Attach photograph of any existing buildings.

- 3. Utilities serving the Project site:

Water-Municipal: Village of Cazenovia

Other (describe)

Sewer-Municipal: Village of Cazenovia

Other (describe)

Electric-Utility: National Grid

Other (describe)

Heat-Utility: National Grid

Other (describe)

4. Present legal owner of the Project site: Cazenovia College

- a. If the Company owns the Project site, indicate date of purchase: 1824; purchase price: N/A.
- b. If Company does not own the Project site, does Company have an option signed with the owner to purchase the Project site? Yes \_\_\_; No \_\_\_. If yes, indicate date option signed with the owner: \_\_\_\_\_, 20\_\_\_; and the date the option expires: \_\_\_\_\_, 20\_\_\_.
- c. If the Company does not own the Project site, is there a relationship legally or by common control between the Company and the present owner of the Project site? Yes \_\_\_; No \_\_\_. If yes, describe;

5. a. Zoning District in which the Project site is located:

Prop. Class 613 – College/University

b. Are there any variances or special permits affecting the Project site? Yes \_\_\_; No X. If yes, list below and attach copies of all such variances or special permits:

D. Description of Proposed Construction:

- 1. Does part of the Project consist of the acquisition or construction of a new building or buildings? Yes \_\_\_; No X. If yes, indicate number and size of new buildings:

2. Does part of the Project consist of additions and/or renovations to existing buildings located on the Project site? Yes X; No \_\_\_\_\_. If yes, indicate the buildings to be expanded or renovated, the size of any expansions and the nature of expansion and/or renovation:

See project budget attached

3. Describe the principal uses to be made by the Company of the building or buildings to be acquired, constructed or expanded: Housing, offices, library, instruction classrooms/lab.

E. Description of the Equipment:

1. Does a part of the Project consist of the acquisition or installation of machinery, equipment or other personal property (the "Equipment")? Yes X; No \_\_\_\_\_. If yes, describe the Equipment:

Boilers and electrical panels; office, instruction and lab equipment

2. With respect to the Equipment to be acquired, will any of the Equipment be Equipment which has previously been used? Yes \_\_\_\_; No X. If yes, please provide detail:

3. Describe the principal uses to be made by the Company of the Equipment to be acquired or installed:

Heating/electrical; education

F. Project Use:

1. What are the principal products to be produced at the Project?

Operation of four year college

2. What are the principal activities to be conducted at the Project?

Class instruction, student housing, student dining

a. Is the Project likely to attract a significant number of visitors from outside the economic development region in which the Project will be located? Yes X; No \_\_\_\_\_. If yes, please explain:

Students from across New York State and adjoining states

b. Would the Project occupant, but for the contemplated financial assistance from the Corporation, locate the related jobs outside the State of New York? Yes \_\_\_\_; No X. If yes, please explain:

c. Is the predominant purpose of the Project to make available goods or services which would not, but for the Project, be reasonably accessible to the residents of the city, town or village within which the Project will be located, because of a lack of reasonably accessible retail trade facilities offering such goods or services? Yes \_\_\_\_; No X. If yes, please provide detail:

3. Will the completion of the Project result in the removal of a plant or facility of the Company or another proposed occupant of the Project (a "Project Occupant") from one area of the State of New York to another area of the State of New York? Yes \_\_\_\_; No X. If yes, please explain:



4. Will the completion of the Project result in the abandonment of one or more plants or facilities of the Company located in the State of New York? Yes \_\_\_; No X. If yes, please provide detail:
5. If the answer to either question 3 or question 4 is yes, indicate whether any of the following apply to the Project: N/A
- a. Is the Project reasonably necessary to preserve the competitive position of the Company on such Project Occupant in its industry? Yes \_\_\_; No \_\_\_\_. If yes, please provide detail:
- b. Is the Project reasonably necessary to discourage the Company or such Project Occupant from removing such other plant or facility to a location outside the State of New York? Yes \_\_\_; No \_\_\_\_. If yes, please provide detail:
5. Will the Project be owned by a not-for-profit corporation? Yes X; No \_\_\_\_\_. If yes, please provide detail:
6. If the answer to 5 is yes, is the corporation exempt from taxation under Section 501(c) of the Internal Revenue Code of 1986, as amended? Yes X; No \_\_\_\_\_. If yes, please indicate details and which subsection of Section 501(c).
7. If the answer to question 6 is yes, indicate whether any of the following apply to the Project:
- a. Is the Project a housing facility primarily designed to be occupied by individuals 60 years of age or older? Yes \_\_\_\_; No X. If yes, please explain:

- b. Is the Project a dormitory for an educational institution? Yes X; No \_\_\_\_\_. If yes, please explain:
- c. Is the Project a facility as defined in Article 28 of the Public Health Law? Yes \_\_\_\_\_; No X. If yes, please explain:
- d. Will the Project be sold or leased to a municipality? Yes \_\_\_\_\_; No X. If yes, please provide detail:

G. Other Involved Agencies:

- 1. Please indicate all other local agencies, boards, authorities, districts, commissions or governing bodies (including any city, county and other political subdivision of the State of New York and all state departments, agencies, boards, public benefit corporations, public authorities or commissions) involved in approving or funding or directly undertaking action with respect to the Project. For example, do you need a municipal building permit to undertake the Project? Do you need a zoning approval to undertake the Project? If so, you would list the appropriate municipal building department or planning or zoning commission which would give said approvals.

Village of Cazenovia Codes Department

- 2. Describe the nature of the involvement of the federal, state or local agencies described above: Inspection of electrical and other work

H. Project Status:

- 1. If the Project includes the acquisition of any land or buildings, have any steps been taken toward acquiring same? Yes \_\_\_\_\_; No \_\_\_\_\_. If yes, please discuss in detail the approximate stage of such acquisition: N/A
- 2. If the Project includes the acquisition of any Equipment, have any steps been taken toward acquiring same? Yes \_\_\_\_\_; No X. If yes, please discuss in detail the approximate stage of such acquisition:
- 3. If the Project involves the construction or reconstruction of any building or other improvement, has construction or reconstruction work on any such building or improvement begun? Yes \_\_\_\_\_; No X. If yes, please discuss in detail the approximate extent of construction or reconstruction and the extent of completion. Indicate in your answer whether such specific steps have been completed as site clearance and preparation; completion of foundations; installation of footings; etc.:

4. Please indicate amount of funds expended on the Project by the Company in the past three (3) years and the purposes of such expenditures:

I. Agent Status (for sales tax purposes):

1. If the Corporation approves the Project, there are two methods that may be used to undertake the Project. The applicant can undertake the Project privately and sell the Project to the Corporation upon completion. Alternatively, the applicant can request to be appointed as "agent" of the Corporation for purposes of constructing the project, which request, if approved, will result in the applicant constructing the project as "agent" of the Corporation, in which case certain laws applicable to public construction may apply to the Project. Does the applicant wish to be designated as "agent" of the Corporation for purposes of undertaking the Project? Yes \_\_\_\_; No X.
2. If the answer to question 1 is yes, does the applicant desire such "agent" status prior to the closing date of the financing? Yes \_\_\_\_; No \_\_\_\_.

III. INFORMATION CONCERNING LEASES OR SUBLEASES OF THE PROJECT. (PLEASE COMPLETE THE FOLLOWING SECTION IF THE COMPANY INTENDS TO LEASE OR SUBLEASE ANY PORTION OF THE PROJECT). N/A

- A. Does the Company intend to lease or sublease more than 10% (by area or fair market value) of the Project? Yes \_\_\_\_; No X. If yes, please complete the following for each existing or proposed tenant or subtenant:

1. Sublessee name: N/A

Present Address:

City: State: Zip:

Employer's ID No.:

Sublessee is: \_\_\_\_ Corporation: \_\_\_\_ Partnership: \_\_\_\_ Sole Proprietorship  
Relationship to Company:

Percentage of Project to be leased or subleased:

Use of Project intended by Sublessee:

Date of lease or sublease to Sublessee:

Term of lease or sublease to Sublessee:

Will any portion of the space leased by this sublessee be primarily used in making retail sales of goods or services to customers who personally visit the Project? Yes\_\_\_\_; No\_\_\_\_. If yes, please provide on a separate attachment (a) details and (b) the answers to questions II(F)(4) through (6) with respect to such sublessee.

Please provide, on a separate attachment, answers to questions II(F)(7) and (8) with respect to such Sublessee.

2. Sublessee name: N/A

Present Address:

City: State: Zip:

Employer's ID No.:

Sublessee is:  
\_\_\_\_ Corporation: \_\_\_\_ Partnership: \_\_\_\_ Sole Proprietorship  
Relationship to Company:

Percentage of Project to be leased or subleased:

Use of Project intended by Sublessee:

Date of lease or sublease to Sublessee:

Term of lease or sublease to Sublessee:

Will any portion of the space leased by this sublessee be primarily used in making retail sales of goods or services to customers who personally visit the Project? Yes\_\_\_\_; No\_\_\_\_. If yes, please provide on a separate attachment (a) details and (b) the answers to questions II(F)(4) through (6) with respect to such sublessee. Please provide, on a separate attachment, answers to questions II(F)(7) and (8) with respect to such Sublessee.

3. Sublessee name: N/A

Present Address:

City: State: Zip:

Employer's ID No.:

Sublessee is:\_\_\_\_ Corporation: \_\_\_\_\_ Partnership: \_\_\_\_\_ Sole Proprietorship Relationship to Company:

Percentage of Project to be leased or subleased:

Use of Project intended by Sublessee:

Date of lease or sublease to Sublessee:

Term of lease or sublease to Sublessee:

Will any portion of the space leased by this sublessee be primarily used in making retail sales of goods or services to customers who personally visit the Project? Yes\_\_\_\_; No\_\_\_\_. If yes, please provide on a separate attachment (a) details and (b) the answers to questions II(F)(4) through (6) with respect to such sublessee.

Please provide, on a separate attachment, answers to questions II(F)(7) and (8) with respect to such Sublessee.

B. What percentage of the space intended to be leased or subleased is now subject to a binding written lease or sublease?



IV. EMPLOYMENT IMPACT. A. Indicate below the number of people presently employed at the Project site and the additional number that will be employed at the Project site at the end of the first and second years after the Project has been completed (Do not include construction workers). Also indicate below the number of workers employed at the Project site representing newly created positions as opposed to positions relocated from other project sites of the applicant. Such information regarding related positions should also indicate whether such positions are relocated from other project sites financed by obligations previously issued by the Corporation.

TYPE OF EMPLOYMENT					
	PROFESSIONAL OR MANAGERIAL	SKILLED	SEMI- SKILLED	UNSKILLE D	TOTALS
Present Full Time	128	8	14	55	205
Present Part Time	6	0	1	15	22
Present Seasonal	157	1	16	18	192
First Year Full Time	128	8	14	55	205
First Year Part Time	6	0	1	15	22
First Year Seasonal	157	1	16	18	192
Second Year Full Time	128	8	14	55	205
Second Year Part Time	6	0	1	15	22
Second Year Seasonal	157	1	16	18	192

B. Please prepare a separate attachment describing in detail the types of employment at the Project site. Such attachment should describe the activity or work performed for each type of employment.

College faculty, administration and staff employment.

V. PROJECT COST.

A. Anticipated Project Costs. State the costs reasonably necessary for the acquisition of the Project site, the construction of the proposed buildings and the acquisition and installation of any machinery and equipment necessary or convenient in connection therewith, and including any utilities, access roads or appurtenant facilities, using the following categories:



<u>Description of Cost</u>	<u>Amount</u>
Land	\$0
Buildings	\$ 1,053,500
Machinery and equipment costs	\$ 3,946,500
Utilities, roads and appurtenant costs	\$0
Architects and engineering fees	\$0
Costs of Bond issue (legal, financial and printing)	\$ 600,000
Construction loan fees and interest (if applicable) (if applicable)	\$0
Other (specify)	
Refinancing Debt	\$12,200,000
Debt Service Reserves	\$ 2,500,000
Working Capital/Contingency	\$ <u>3,200,000</u>
<b>TOTAL PROJECT COSTS</b>	<b>\$23,500,000</b>

B. Have any of the above expenditures already been made by the applicant? Yes \_\_\_; No X. If yes, indicate particulars.

VI. FINANCIAL ASSISTANCE EXPECTED FROM THE CORPORATION.

A. Financing

1. Is the applicant requesting that the Corporation issue bonds to assist in financing the Project? Yes X; No \_\_\_. If yes, indicate: \_\_\_\_\_
  - a. Amount of loan requested: \$23,500,000; and
  - b. Maturity requested: 3 Years.
  
2. If the answer to question 1 is yes, is the interest on such bonds intended to be exempt from federal income taxation? Yes X; No X.
  
3. If the answer to question 2 is yes, will any portion of the Project be used for any of the following purposes:
  - a. retail food and beverage services: Yes \_\_\_; No X
  - b. automobile sales or service: Yes \_\_\_; No X

- c. recreation or entertainment: Yes \_\_\_; No X
- d. golf course: Yes \_\_\_; No X
- e. country club: Yes \_\_\_; No X
- f. massage parlor: Yes \_\_\_; No X
- g. tennis club: Yes \_\_\_; No X
- h. skating facility (including roller skating, skateboard and ice skating): Yes \_\_\_; No X
- i. racquet sports facility (including handball and racquetball court): Yes \_\_\_; No X
- j. hot tub facility: Yes \_\_\_; No X
- k. suntan facility: Yes \_\_\_; No X
- l. racetrack: Yes \_\_\_; No X
- m. airplane: Yes \_\_\_; No X
- n. skybox or private luxury box: Yes \_\_\_; No X
- o. health club facility: Yes \_\_\_; No X
- p. gambling: Yes \_\_\_; No X
- q. sale of alcoholic beverages for consumption off premises: Yes \_\_\_; No X

4. If the answer to any of the above questions contained in question 3 is yes, please furnish details on a separate attachment.

5. Is the Applicant requesting the Corporation to issue federally tax-exempt Enterprise Zone bonds? Yes \_\_\_; No X.

B. Tax Benefits.

1. Is the applicant expecting that the financing of the Project will be secured by one or more mortgages? Yes X; No \_\_\_. If yes, what is the approximate amount of financing to be secured by mortgages? \$23,500,000.

C. Project Benefit Information. Using the template provided by the Corporation, provide the Corporation with information so that the Corporation can perform a cost/benefit analysis of undertaking the Project.

The College will realize substantial interest cost savings by financing its capital projects, and refinancing outstanding debt, with tax-exempt bond proceeds. This savings will help retain employment at the College.

VII. REPRESENTATIONS BY THE APPLICANT. The applicant understands and agrees with the Corporation as follows:

- A. Annual Employment Reports: The applicant understands and agrees that, if the Project receives any Financial Assistance from the Corporation, the applicant agrees to file, or cause to be filed (including any tenants located in the Project), with the Corporation, on an annual basis, reports regarding the number of people employed at the project site.
- B. Absence of Conflicts of Interest: The applicant has received from the Corporation a list of the members, officers and employees of the Corporation. No member, officer or employee of the Corporation has an interest, whether direct or indirect, in any transaction contemplated by this Application, except as hereinafter described:

CAZENOVIA COLLEGE

By: Mark H Edwards  
Mark Edwards  
Chief Financial Officer

-----  
NOTE: APPLICANT MUST COMPLETE THE APPROPRIATE VERIFICATION APPEARING ON PAGES 21 THROUGH 24 HEREOF BEFORE A NOTARY PUBLIC AND MUST SIGN AND ACKNOWLEDGE THE HOLD HARMLESS AGREEMENT APPEARING ON PAGE 25.  
-----

VERIFICATION

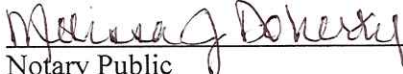
(If Applicant is a Corporation)

STATE OF NEW YORK )  
 )SS.:  
COUNTY OF ~~MADISON~~ )  
 Onondaga )

MARK EDWARDS, deposes and says that he is the Chief Financial Officer of Cazenovia College, the corporation named in the attached application; that he has read the foregoing application and knows the contents thereof; and that the same is true and complete and accurate to the best of his knowledge. Deponent further says that the reason this verification is made by the deponent and not by said Company is because the said Company is a corporation. The grounds of deponent's belief relative to all matters in the said application which are not stated upon his own personal knowledge are investigations which deponent has caused to be made concerning the subject matter of this application as well as information acquired by deponent in the course of his duties as an officer of and from the books and papers of said corporation.

  
\_\_\_\_\_  
Mark Edwards

Sworn to before me this  
21<sup>st</sup> day of May, 2019.

  
\_\_\_\_\_  
Notary Public

MELISSA J. DOHERTY  
Notary Public in the State of New York  
Qualified in Onondaga County • No. 4846758  
My Commission Expires January 31, 20 22

VERIFICATION

(If applicant is partnership)

STATE OF \_\_\_\_\_ )  
 ) SS.:  
COUNTY OF \_\_\_\_\_ )

\_\_\_\_\_, deposes and says that he is one of the  
(Name of Individual)  
members of the firm of \_\_\_\_\_, the partnership named in the attached  
(partnership name)

application; that he has read the foregoing application and knows the contents thereof; and that the same is true and complete and accurate to the best of his knowledge. The grounds of deponent's belief relative to all matters in the said application which are not stated upon his own personal knowledge are investigations which deponent has caused to be made concerning the subject matter of this application as well as information acquired by deponent in the course of his duties as a member of and from the books and papers of said partnership.

\_\_\_\_\_

Sworn to before me this  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public





VERIFICATION

(If applicant is sole proprietor)

STATE OF \_\_\_\_\_ )  
 ) SS.:  
COUNTY OF \_\_\_\_\_ )

\_\_\_\_\_, deposes and says that he has read the foregoing  
(Name of Individual)

application and knows the contents thereof; and that the same is true and complete and accurate to the best of his knowledge. The grounds of deponent's belief relative to all matters in the said application which are not stated upon his own personal knowledge are investigations which deponent has caused to be made concerning the subject matter of this application.

\_\_\_\_\_

Sworn to before me this  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public

-----  
NOTE: THIS APPLICATION WILL NOT BE ACCEPTED BY THE CORPORATION UNLESS THE  
HOLD HARMLESS AGREEMENT APPEARING ON PAGE 28 IS SIGNED BY THE APPLICANT.  
-----

HOLD HARMLESS AGREEMENT

Applicant hereby releases Madison County Capital Resource Corporation and the members, officers, servants, agents and employees thereof (hereinafter collectively referred to as the "Corporation") from, agrees that the Corporation shall not be liable for and agrees to indemnify, defend and hold the Corporation harmless from and against any and all liability arising from or expense incurred by (A) the Corporation's examination and processing of, and action pursuant to or upon, the attached Application, regardless of whether or not the application or the Project described therein or the issue of bonds requested therein are favorably acted upon by the Corporation, (B) the Corporation's financing of the Project described therein and (C) any further action taken by the Corporation with respect to the Project; including without limiting the generality of the foregoing, all causes of action and attorneys' fees and any other expenses incurred in defending any suits or actions which may arise as a result of any of the foregoing. If, for any reason, the Applicant fails to conclude or consummate necessary negotiations, or fails, within a reasonable or specified period of time, to take reasonable, proper or requested action, or withdraws, abandons, cancels or neglects the Application, or if the Corporation or the Applicant are unable to find buyers willing to purchase the total bond issue requested, then, and in that event, upon presentation of an invoice itemizing the same, the Applicant shall pay to the Corporation, its agents or assigns, all actual costs incurred by the Corporation in the processing of the Application, including attorneys' fees, if any.

CAZENOVIA COLLEGE

BY: Mark H Edwards  
Mark Edwards  
Chief Financial Officer

Sworn to before me this  
21<sup>st</sup> day of May, 2019.

Melissa J. Doherty  
Notary Public

MELISSA J. DOHERTY  
Notary Public in the State of New York  
Qualified in Onondaga County • No. 4846758  
My Commission Expires January 31, 2022

Item I (B)(1)

**CAZENOVIA COLLEGE  
BOARD OF TRUSTEES 2018-2019**

**Chair of the Board:** Richard L. Smith  
**Vice Chair of the Board:** John A. Bartolotti  
**Secretary:** Jeffrey H. Heath  
**Treasurer:** John B. McCabe

John A. Bartolotti  
Eric Burrell  
James D. Freyer, Jr.  
Kenneth C. Gardiner  
Jeffrey H. Heath  
Edwin J. Kelley, Jr.  
Gary Livent  
John B. McCabe  
Margie Dobin Miller '69  
Shane O'Dell '02  
Edward Priest  
Richard L. Smith  
Christine S. Steenstra  
Debra A. Verni '98  
Steve Wells  
Connie M. Whitton  
Jackie Wilson

**Trustees Emeriti:**  
Nicholas J. Christakos \*  
Winifred E. Coleman \*  
Robert S. "Bob" Constable  
Charles B. Morgan  
Jay W. Wason \*  
Barbara C. Wheler

*\*deceased*

February 2019



# CAZENOVIA COLLEGE

FOUNDED IN 1824

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Re: MCCRC Application Item (I) (D)

Community Bank

48 Albany Street

Cazenovia, New York 13035

315-655-3402

Branch Manager: Barbara Houghton

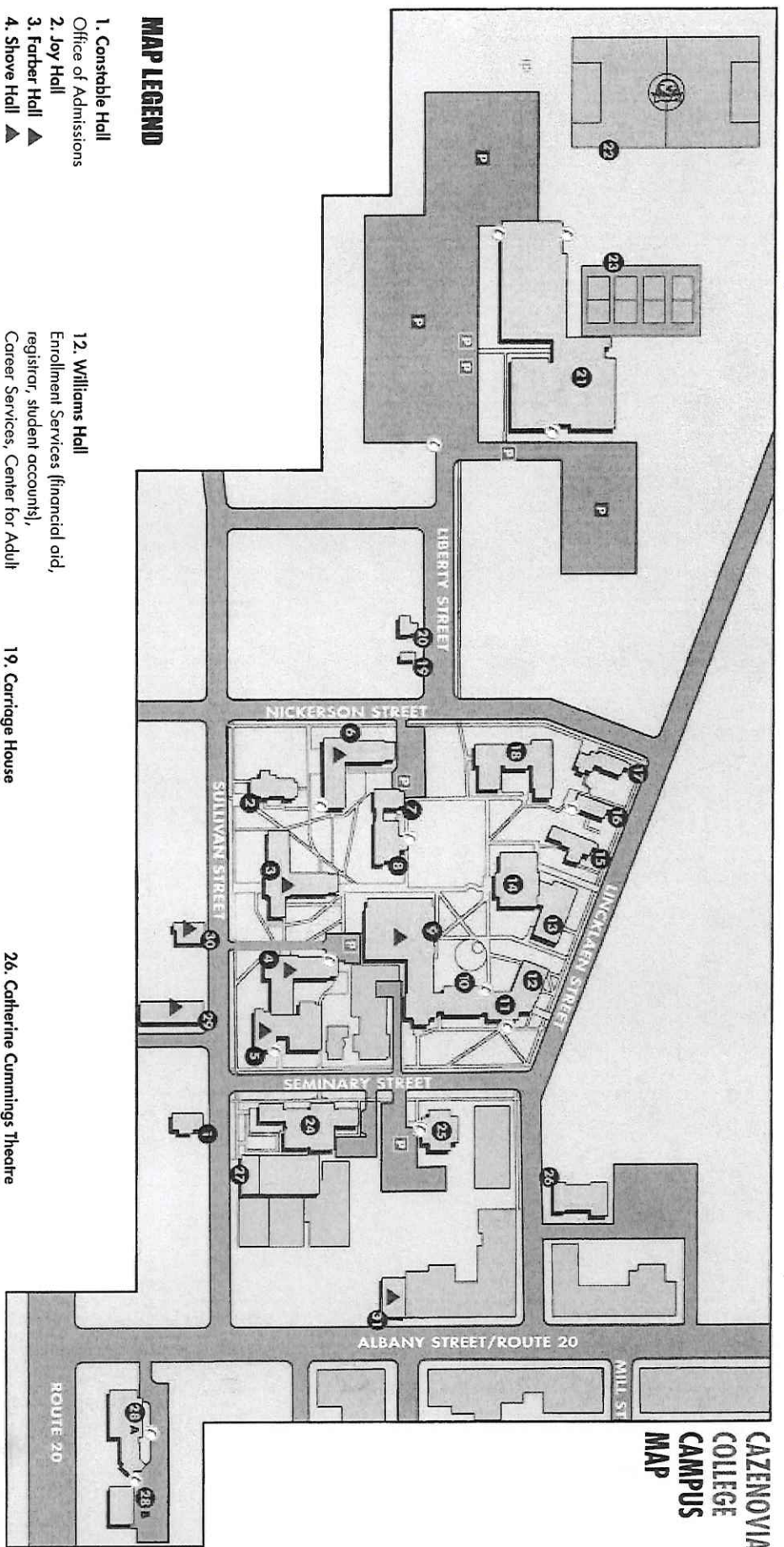
# Item I(F)

Cazenovia College Operating Activities For Periods Ending June 30	Projected Budget FY 2019-20	Projected Budget FY 2020-21	Projected Budget FY 2021-22
Fall FT enrollment	725	767	821
Average FT enrollment	704	745	799
Tuition & Fees	\$ 35,634	\$ 36,668	\$ 37,731
Room (standard) and Board(Blue Plan)	\$ 14,344	\$ 14,735	\$ 15,136
<b>Revenue</b>			
<b>Student Tuition &amp; Fees</b>			
Total Student Tuition & Fees	26,877,245	29,149,593	32,017,979
<b>Less Student Aid</b>			
Less Total Student Aid	(17,850,354)	(19,160,927)	(20,840,053)
Total Student Tuition & Fees - Net of Aid	9,026,891	9,988,666	11,177,926
<b>Government Grants &amp; Appropriations</b>			
Total Government Appropriations	378,400	378,400	378,400
<b>Private Gifts &amp; Grants</b>			
Total Private Gifts & Grants (unrestricted & Gen. Scholarshi	550,000	750,000	850,000
<b>Auxiliary Enterprises</b>			
Total Auxiliary Enterprises	8,973,098	9,612,217	10,389,989
<b>Other Income</b>			
Total Other Income	37,500	37,500	37,500
Investment allocation to Ops	838,350	838,350	838,350
Total Revenue, Net	19,804,239	21,605,132	23,672,165
<b>Expenses</b>			
Instructional Support(mainly Faculty pay, EEC costs, & Extended	6,820,418	6,939,078	6,988,065
Academic Support(mainly Library, AV & Theatre)	564,297	567,066	569,862
Student Services(mainly SL areas, Enrollment, & Athletics)	3,229,842	3,239,517	3,249,288
Security and Operation & Maint. Of Plant	2,832,849	2,847,607	2,862,513
Institutional Support(mainly G&A costs, net EB, IA & MarComm)	3,143,218	3,192,221	3,277,148
Auxiliary Enterprises(mainly Dining & Residence halls)	3,427,723	3,497,739	3,579,126
Other Institutional Expenses (mainly Interest)	995,000	995,000	965,000
Depreciation	2,150,000	2,175,000	2,175,000
Total Expenses	23,163,347	23,453,228	23,666,002
Rev over Exp/(Exp over Rev.)	(3,359,108)	(1,848,096)	6,162



Item II(c)(1)

CAZENOVIA  
COLLEGE  
CAMPUS  
MAP



MAP LEGEND

- 1. Constable Hall
- 2. Joy Hall
- 3. Farber Hall ▲
- 4. Showe Hall ▲
- 5. Showe Suites ▲
- 6. Park Hall ▲
- 7. Chapman Hall
- 8. Campus Services
- 9. J.M. McDonald Student Center, Soyford Cyber Café, Flannery Recreation Room
- 10. Hubbard Hall ▲
- 11. Academic Affairs, Dining Hall, Wilherill Common Room, Harden Room, Morgan Room
- 12. Eddy Hall
- 13. Coleman Hall
- 14. Mail Room, Catherine McFarland Hamberger Lounge
- 15. Williams Hall
- 16. Enrollment Services (financial aid, registrar, student accounts), Career Services, Center for Adult and Continuing Education
- 17. Eckel Hall
- 18. McDonald Lecture Hall
- 19. Wilherill Library
- 20. Frederic and Jean Williams Archives, Watson Family Reading Room
- 21. Information and Communications Technologies (ICT)
- 22. 43 Lincklaen St.
- 23. Office of Communications
- 24. The Campus Center of Waits Hall
- 25. Campus Safety, Student Life, Residence Life, Elsie Beebe and Charlee Hoynes Center for Teaching and Learning, Faculty Offices, Business Office, Human Resources
- 26. Carriage House
- 27. Center for Entrepreneurship & Community Development
- 28. Alumni House
- 29. Alumni & Parent Relations
- 30. Stephen M. Schneeweiss Athletic Complex
- 31. Edwards Gymnasium, fitness center, swimming pool
- 32. Christakos Field
- 33. The Honorable Bernadette T. & Harold T. Clark Jr. Tennis Courts
- 34. Reisman Hall
- 35. Art Gallery and Sculpture Court
- 36. Sigety Hall
- 37. The M&T Bank Health and Counseling Center
- 38. Catherine Cummings Theatre
- 39. The Village Commons ▲
- 40. College Bookstore, Copy Shop
- 41. Jephson Campus A
- 42. Studio Art
- 43. Jephson Campus B
- 44. Fashion Design
- 45. Student Apartments ▲
- 46. 15 Sullivan Street ▲
- 47. Student Residence
- 48. Village Suites ▲
- 49. The Farm & Equine Education Center
- 50. Woodfield Road, off of Rt. 92 (not on map)

- P** Student & Visitor Parking
- ▲** Residence Hall
- ☎** Blue Emergency Phone
- ♿** Handicapped Parking

Campus Safety/Security - 655-7271



Item II(c)(2a)

CAPITAL PROJECTS BUDGET

A	B	C	D	E
	Bldg Location	Budget Estimate	Bldging Improvmt	Equip/Furnish
1				
2	Hubbard/Eddy/Wms Heat System	HEWC \$ 3,100,000	\$ -	\$ 3,100,000
3	Library Roof	Witherill Library \$ 94,000	\$ 94,000	\$ -
4	Upper Gym Roof	Schneeeweiss \$ 235,500	\$ 235,500	\$ -
5	Gym- 2 Barrel Roofs	Schneeeweiss \$ 324,000	\$ 324,000	\$ -
6	Hubbard Kitchen Roof	HEWC \$ 30,000	\$ 30,000	\$ -
7	CJ Lab retro fit in Eckel	Eckel \$ 100,000	\$ 85,000	\$ 15,000
8	Hubbard Lobby/Entrance	HEWC \$ 63,000	\$ 63,000	\$ -
9	Coleman Entrance - doors	HEWC \$ 12,000	\$ 12,000	\$ -
10	Fitness Center Equipment	Schneeeweiss \$ 84,500	\$ -	\$ 84,500
11	Shove Elevator	Shove \$ 210,000	\$ 210,000	\$ -
12	Campus transformers, switch gear	Gen Campus \$ 135,000	\$ -	\$ 135,000
13	Finance Lab Instructional space.	HEWC \$ 270,000	\$ -	\$ 270,000
14	Other	\$ 342,000	\$ -	\$ 342,000
15				
16		\$ 5,000,000	\$ 1,053,500	\$ 3,946,500
17				
18				
19				
20				
21				
22				
23				
24				
25				
26				