

A meeting of the Board of Directors of the Greater Syracuse Property Development Corporation ("GSPDC") was convened in public session at the offices of the GSPDC located at 333 West Washington Street, Suite 130, Syracuse, New York 13202 on August 13, 2013 at 12:30 p.m.

The meeting was called to order by the Chairman and, upon roll being called, the following directors of the GSPDC were:

**PRESENT:**

Vito Sciscioli, Chair  
Mary Beth Primo, Vice Chair  
Daniel Barnaba, Treasurer  
Dwight L. Hicks, Secretary  
James Corbett

**ABSENT:**

**FOLLOWING PERSONS WERE ALSO PRESENT:**

Katelyn Wright	Executive Director
John P. Sidd, Esq.	GSPDC Counsel

The following resolution was offered by Jim Corbett, seconded by Daniel Barnaba, to wit:

Resolution No.: 31 of 2013

**RESOLUTION APPROVING RESIDENTIAL OCCUPANT  
RELOCATION POLICY**

WHEREAS, New York Not-For-Profit Corporation Law §1607(15) grants the GSPDC the power to enter into leases with respect to the real property of the GSPDC;

WHEREAS, New York Not-For-Profit Corporation Law §1607(21) grants the GSPDC the power to do all things necessary to achieve the objectives and purposes of the GSPDC;

WHEREAS, in order for the GSPDC to achieve its objectives and purposes, the Board of Directors has determined that it is necessary to set forth its policies with respect to addressing owner occupied property acquired by the GSPDC;

WHEREAS, the Board of Directors has determined that it is in the best interests of the GSPDC to adopt an occupant relocation policy setting forth guidelines to be

followed when real property acquired by the GSPDC is occupied by former tenants or owners;

WHEREAS, the Members of the Board have reviewed the terms and conditions of the Residential Occupant Relocation Policy attached hereto as Schedule A.

NOW, THEREFORE, BE IT RESOLVED BY THE GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION AS FOLLOWS:

Section 1. The recitals above are hereby incorporated into this Resolution as if fully set forth herein.

Section 2. The Members of the Board hereby approve and adopt the Residential Occupant Relocation Policy in the form thereof presented at this meeting and attached hereto as Schedule A.

Section 3. The Chairman of GSPDC is hereby authorized and directed to execute all documents on behalf of GSPDC which may be necessary or desirable to further the intent of this Resolution and do such further things or perform such acts as may be necessary or convenient to implement the provisions of this Resolution.

Section 4. This Resolution shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

Vito Sciscioli	VOTING	<u>Yes</u>
Mary Beth Primo	VOTING	<u>Yes</u>
Daniel Barnaba	VOTING	<u>Yes</u>
Dwight L. Hicks	VOTING	<u>Yes</u>
James Corbett	VOTING	<u>Yes</u>

The foregoing Resolution was thereupon declared and duly adopted.

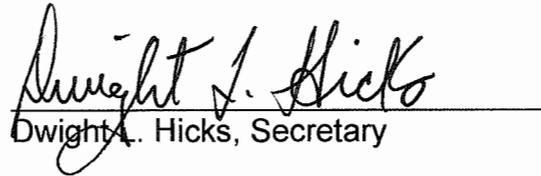
STATE OF NEW YORK            )  
COUNTY OF ONONADAGA    ) ss.:

I, the undersigned Secretary of the Greater Syracuse Property Development Corporation (the "Agency"), DO HEREBY CERTIFY, that I have compared the foregoing extract of the minutes of the meeting of the directors of GSPDC, including the Resolution contained therein, held on August 13, 2013 with the original thereof on file in my office, and that the same is a true and correct copy of such proceedings of GSPDC and of such Resolution set forth therein and of the whole of said original so far as the same related to the subject matters therein referred to.

I FURTHER CERTIFY that (A) all directors of GSPDC had due notice of said meeting; (B) said meeting was in all respect duly held; (C) pursuant to Article 7 of the Public Officers Law (the "Open Meetings Law"), said meeting was open to the general public and due notice of the time and place of said meeting was given in accordance with such Open Meetings Law; and (D) there was a quorum of the directors of GSPDC present through said meeting.

I FURTHER CERTIFY that, as of the date hereof, the attached Resolution is in full force and effect and has not been amended, repealed or rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of GSPDC this 17<sup>th</sup> day of September, 2013.

  
Dwight L. Hicks, Secretary

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**GREATER SYRACUSE  
PROPERTY DEVELOPMENT CORPORATION**

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**RESIDENTIAL OCCUPANT RELOCATION POLICY**

Many properties may be occupied by former tenants or former owners at the time they are acquired by the Greater Syracuse Property Development Corporation (GSPDC). The following policy applies to all residential properties that are occupied at the time of acquisition. The GSPDC seeks to remediate tax-delinquent and neglected properties in a manner that improves the quality of the property, improves quality of life for residents of the surrounding neighborhood and occupants of the subject property, and increases the value of real property without unnecessarily displacing occupants or former owners.

If 1) the property is habitable or the GSPDC determines it is feasible to make necessary repairs to make it habitable in a timely manner *and* 2) the occupant is willing to enter into a lease at the rate and for the term offered by the GSPDC, then the current occupants may remain in the property.

Rental rates will be established by the GSPDC upon the advice and counsel of its property managers based on location, size, condition and market conditions of particular rental units. The property manager shall consult with the GSPDC's executive director for approval of less-than-market-rate rents in the event that the existing occupant can demonstrate financial hardship.<sup>1</sup> When making this determination, the GSPDC's executive director shall take into account the occupants' financial means, the GSPDC's cost of maintaining and operating the property, the availability of other affordable rental units, and the availability of financial assistance for relocation. In such instances, particularly if an affordable rent requires operating the property at a loss, occupants will be connected with appropriate social service providers, via the City's Homeless Prevention Task Force,<sup>2</sup> in order to obtain rental subsidy or an affordable rental unit. The GSPDC may consider entering into a lease in such circumstances so the occupant may remain in the property until such other arrangements are made.

Property Managers are authorized to broker month-to-month leases. Longer term leases are subject to approval by the Board of Directors.

If either 1) the property is uninhabitable and the GSPDC determines it is not feasible to make the necessary repairs to make it habitable in a timely manner *or* 2) the occupant is not willing to enter into a lease for the rent and term offered by the GSPDC, then the property must be vacated. If the property must be vacated due to its deteriorated condition the GSPDC will work with the City's Homeless Prevention Task Force to

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<sup>1</sup> When considering less-than-market-rate rents, GSPDC staff shall take under consideration HUD's rent burden affordability threshold – 30% of household income – in addition to the cost of operating and maintaining the unit.

<sup>2</sup> This task force was convened by the City of Syracuse Department of Neighborhood & Business Development, but includes social service providers that serve a county-wide clientele. The task force is an informal group that meets periodically, but facilitates communication between relevant service providers to address the needs of the 'housing vulnerable' population.

### **"Schedule A"**

connect occupants to available social services providers and possible sources of relocation assistance. If the property is declared "unfit" by the Code Enforcement officials, occupants may utilize relocation services provided by Catholic Charities. Under these circumstances, if the occupant is unwilling to leave, the GSPDC will pursue all lawful means to obtain possession of the property and the eviction of the occupant.