GREATER SYRACUSE
PROPERTY DEVELOPMENT CORPORATION
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Minutes
Greater Syracuse Property Development Corporation
BOARD OF DIRECTORS MEETING
Tuesday, February 12, 2013, 12:30 P.M.
333 W. Washington Street, Suite 130
Syracuse, NY 13202

Board Members Present: Daniel Barnaba, Vito Sciscioli, James Corbett, Mary Beth Primo, Dwight Hicks
Others Present: Thomas Babilon, Katelyn Wright, Kate McNeeley, Alexandro Cebanu, Max Glickman, Travis Glazier, Bill Mahood, Jeff Wright, Honorable Bob Dougherty, Corey Driscoll, John Ferguson, Lamont Mitchell, Ben Walsh, Don Weber, Honorable Jake Barrett, Bob Morris, Andy Obernesser

I. Call to order

Vito Sciscioli called the meeting to order at 12:35 p.m.

II. Roll Call

Mr. Sciscioli noted that all board members were present.

III. Proof of Notice

Mr. Sciscioli noted that the public notice of the meeting had been timely and properly provided.

IV. Minutes

Mr. Sciscioli asked if there were any comments on or amendments to the minutes provided from the December 20, 2012 meeting of the board of directors. Hearing none he asked for a motion to approve the minutes. Dwight Hicks motioned to approve the minutes from the December 20, 2012 Board of Directors meeting. Dan Barnaba seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY ACCEPTED THE MINUTES FROM THE DECEMBER 20, 2012 BOARD OF DIRECTORS MEETING AS AMENDED.**

Mr. Sciscioli asked if there were any comments on or amendments to the minutes provided from the January 8, 2013 meeting of the board of directors. Hearing none he asked for a motion to approve the minutes. James Corbett motioned to approve the minutes from the January 8, 2013 Board of Directors meeting. Dwight Hicks seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY ACCEPTED THE MINUTES FROM THE JANUARY 8, 2013 BOARD OF DIRECTORS MEETING AS AMENDED.**

V. Committee Reports

Dan Barnaba, Tom Babilon, and Katelyn Wright summarized the proceedings of the January 10, 2013 meeting of the Hiring Committee at which the committee chose to forward an RFQ for legal service to the full board for immediate issuance. Mr. Sciscioli explained the short-term need for independent legal counsel as a contract will be negotiated with the City, conflicting Mr. Babilon, regarding funding for the land bank.

VI. New Business

Request for Qualifications for legal services

It was requested that the RFQ be advertised through the Onondaga County Bar Association. Timing of review and selection was discussed and it was recommended that the RFQ be amended to set March 7 as the due date and that the next hiring committee meeting be scheduled for March 19. Mary Beth Primo motioned to pass a resolution to issue the Request for Qualifications as amended. Dan Barnaba seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION TO ISSUE THE REQUEST FOR QUALIFICATIONS AS AMENDED.**

Annual Report

Report to the ABO required by the Public Authorities Accountability Act

Tom Babilon recommended that the Ordinances passed by the City and County, adopting the IMA, be added to the Legislative Authority section of the report. The board agreed to further review the report, anticipating this addition, in preparation for adoption at the March meeting.

Annual report to Common Council and County Legislature

Required by the Land Bank Act

Katelyn Wright indicated that she is working with the Common Council and the County Legislature to schedule the annual report required by the Land Bank Act to each FGU. The Chairman of the Board is required to present orally and in writing, with a question and answer session, the administrative, programmatic, and financial activities of the organization from the previous year, to the FGUs by March 15th of each year. The content of this report will largely replicate that of the PAAA report attached.

Performance Objectives for 2013

Required by Section 7.06 of the Intermunicipal Agreement creating the GSPDC

After some discussion a few edits were recommended, to be reviewed next month after these changes are made.

VII. Discussion

Presentation on Syracuse's Proposed Vacant Property Registry

Corey Driscoll, Director of the Division of Code Enforcement

- The GSDPC will be required to register all vacant buildings in its inventory (fee waived).
- This requirement is anticipated to improve maintenance conditions among vacant properties adjacent to GSPDC-owned properties.
- The requirement may prompt owners of tax-current vacant property to request that the GSPDC accept their property by gift.

City Allocation of Funds to the Land Bank

The Board requested that Vito Sciscioli draft a letter to the Mayor requesting that funds be allocated to the GSPDC in the 2013/2014 budget per the public-private partnership proposed by the City to address the backlog of seizable properties.

Land Bank Citizens Advisory Board

Guidelines for Land Bank Management and Disposition of Real Property within the City of Syracuse

Summary of this policy document's purpose and the relationship between the CAB, GSPDC, and City (Katelyn Wright)

Invitation to review the document and discuss with the CAB in March; two working dates set:

- March 14, 2:00-4:00, 201 E. Washington Street, Suite 500
- March 28, 2:00-4:00, 201 E. Washington Street, Suite 500

VIII. Other Business

IX. Adjournment

Mr. Sciscioli asked for motion to adjourn. Dwight Hicks motioned to adjourn the meeting. Mary Beth Primo seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUS AGREED TO ADJOURN THE MEETING AT 2:00 P.M.**