Minutes
Greater Syracuse Property Development Corporation
BOARD OF DIRECTORS MEETING
Tuesday, July 15, 2014 8:00 A.M.
333 W. Washington Street, Suite 130
Syracuse, NY 13202

**Board Members Present:** Vito Sciscioli, Dwight L. Hicks, Daniel Barnaba, Jim Corbett, Julie Cerio

**Others Present:** Katelyn Wright, John Sidd, Kate Palermo, Andrew Erickson, Dan Hoosock, Kathleen Discenna, Ben Gray, Kerry Quaglia, Mark Lichtenstein, Sharon Sherman, Lindsay Speicher, Sam Gruber, Anna Wilson, Craig Swieki, Honorable Bob Dougherty, Honorable Jean Kessner, Paul Driscoll, Muhamad Galal, Ken Kinsey, Robert Morris, Beth Crawford, Dave Michael, Michael Collins

## I. Call to order

Jim Corbett called the meeting to order at 8:08 AM.

## II. Roll Call

Mr. Corbett noted that all he, Dwight Hicks, and Dan Barnaba were present. Julie Cerio, a new appointment to the board was present.

## III. Proof of Notice

Mr. Sciscioli arrived at 8:10 AM and noted that proper notice of the meeting had been posted.

Katelyn Wright announced that Mary Beth Primo had tendered her resignation and the County Executive had appointed Julie Cerio to serve out the remainder of her term. All present welcomed Ms. Cerio to the Land Bank.

## IV. Minutes

Jim Corbett moved to approve the minutes from June 17 and June 25, 2014. Dwight Hicks seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY VOTED TO APPROVE THE MINUTES FROM JUNE 17 AND JUNE 25, 2014 BOARD OF DIRECTORS MEETINGS.**

## V. Executive Summary and Chief Financial Officer's Report

Ms. Wright stated that she was currently working on a budget revision and would be discussing budget to actual discrepancies with the Finance Committee soon. She noted higher intake costs associated with buildings and that the GSLB has acquired a larger number of buildings, in relation to vacant lots, than expected and budgeted for but that the buildings present easier sales opportunities and that the GSLB has nearly met its sales revenue goal for the year having already closed on more than $400,000 in sales, but that grant revenues were lower than expected from the City and the County.

## VI. Old Business

<u>City Funding Contract for 2014-15</u>

Ms. Wright indicated that the final version of the City funding contract had not yet been submitted to the Common Council and that once it was she expected a Committee Meeting would be scheduled.

Professional Services Agreement re: Deconstruction Pilot Program

Ms. Wright indicated that she and Mr. Sidd had reviewed the contract with Northeast Green Building Consulting, LLC in detail and that changes had been made since it was last reviewed by the board. Mark Lichtenstein from the Syracuse Center of Excellence elaborated on their organization's contributions to the Land Bank's 2014 deconstruction pilot program and reiterated that a Northeast Green Building Consulting's building-science expertise and construction management experience would be critical to assisting the committee in selecting appropriate contractors and overseeing the deconstruction projects. Jim Corbett moved to approve a sole-source procurement of a consulting services from Northeast Green Building Consulting, LLC for an amount not to exceed $15,075. Dan Barnaba seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY VOTED TO APPROVE A A SOLE-SOURCE PROCUREMENT OF A CONSULTING SERVICES FROM NORTHEAST GREEN BUILDING CONSULTING, LLC FOR AN AMOUNT NOT TO EXCEED $15,075.**

## VII. New Business

Mr. Sciscioli indicated that there were a number of guests in the audience and their presentations might be taken out of order.

678 W. Onondaga

Kathleen Discenna made a presentation on the history of the house at 678 W. Onondaga Street – the Neal/Baum House – acquired by the Land Bank on 7/2/14. Mr. Barnaba asked whether the Land Bank had been aware of its historic status prior to acquisition and Ms. Wright indicated that yes, the Land Bank was aware of its local designation and that it has been determined eligible for the National Register of Historic Places. Ms. Discenna noted that she'd been interested in buying the house from the City, who would only sell for appraised value at $85,000. John Sidd noted that per the Land Bank's disposition policies it would be most appropriate to list the house and see what interest there is in the property, but that the Land Bank can select buyers based on their development plan and not necessarily award sales to the highest bidder.

Gustav Stickley House

Katelyn noted that the board had before them correspondence from Mayor Stephanie Miner requesting that the Land Bank consider supporting a plan to renovate the Gustav Stickley House. Katelyn summarized the series of events that have affected the house in recent history, the Everson's plan to renovate and turn it into a museum, and the Audi family's desire to dispose of the property. The plan before the board would have the Everson transfer grant funds to the University Neighborhood Preservation Association in order for them to invest $650,000 in stabilization of the property. During the stabilization the City would pursue an appropriate end-use for the property that would entail keeping the historically significant interior accessible to the public. UNPA seeks assurance that if an end-user was not identified by the time the renovations were complete the Land Bank would be willing to take ownership. Ms. Wright noted that this was all dependent on the Audi's being willing to donate the property to UNPA, but that holding a significant vacant building until a viable plan could be developed for its reuse was consistent with the Land Bank's mission. Mr. Sciscioli noted that this building would be in far better condition and of some value at the time of its donation in comparison to other historic buildings currently being sold to the Land Bank for $151/each with no funds having been invested in their stabilization.

After some discussion Dwight Hicks moved to express the willingness and intent of the Land Bank to accept title to the Gustav Stickley House located at 438 Columbus Avenue in the City of Syracuse from the University Neighborhood Preservation Association ("UNPA") in the event UNPA is unable to locate a suitable owner of the property following the completion of certain renovations to the property by UNPA, about two years from the date hereof. Dan Barnaba seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY MOVED TO EXPRESS THE WILLINGNESS AND INTENT OF THE LAND BANK TO ACCEPT TITLE TO THE GUSTAV STICKLEY HOUSE LOCATED AT 438 COLUMBUS AVENUE IN THE CITY OF SYRACUSE FROM THE UNIVERSITY NEIGHBORHOOD PRESERVATION ASSOCIATION ("UNPA") IN THE EVENT UNPA IS UNABLE TO LOCATE A SUITABLE OWNER OF THE PROPERTY FOLLOWING THE COMPLETION OF CERTAIN RENOVATIONS TO THE PROPERTY BY UNPA, ABOUT TWO YEARS FROM THE DATE HEREOF.**

Gothic Cottage – 1631 S. Salina Street

Ms. Wright described the poor condition this property was in, but that it was a locally designated landmark. She explained that the City of Rochester, when confronted with these types of situations typically puts the property out to bid to ensure that there is no private interest in renovation prior to demolishing a historic structure. Ms. Wright indicated that she intended to do the same thing, but that if no interest was generated this property may make a great deconstruction candidate.

Accept title to 606 Pond St via donation from Wells Fargo NA

Ms. Wright explained that the Land Bank was approached by Wells Fargo, wishing to donate the property and that it did not appear to be a demolition candidate and that the Land Bank could likely sell it. Dan Barnaba asked why Wells might not list it. Vito Sciscioli suggested there was benefit in them getting it off their books since it's deteriorating as long as they have it. Ms. Wright suggested the banks get Community Reinvestment Act credits for donations to Land Banks. Dwight Hicks commented that it takes buyers with vision to take on such challenging structures. Dwight Hicks moved to approve a resolution authorizing the acquisition of 606 Pond St from Wells Fargo Bank NA. Jim Corbett seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED A RESOLUTION AUTHORIZING THE ACQUISITION OF 606 POND ST FROM WELLS FARGO BANK NA.**

Approve the Sale of Multiple Parcels of Real Property

Ms. Wright summarized the information included on each property sale in Schedule A attached to the resolution. Jim Corbett moved to approve a resolution authorizing the sale of multiple parcels of real property. Dwight Hicks seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED A RESOLUTION AUTHORIZING THE SALE OF MULTIPLE PARCELS OF REAL PROPERTY.**

Approve sale of property to Home HeadQuarters, Inc.

Ms. Wright explained that this was another sale "at cost" to Home HeadQuarters in order for them to renovate using funds awarded to the Land Bank by the New York Attorney General. Dwight Hicks moved to approve a resolution authorizing the sale of certain property to Home HeadQuarters, Inc. Dan Barnaba seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED A RESOLUTION AUTHORIZING THE SALE OF CERTAIN PROPERTY TO HOME HEADQUARTERS, INC.**

Procurement of Asbestos Abatement for deconstruction candidates

Ms. Wright indicated that these costs would be necessary prior to demolition or deconstruction and that they were being covered by grant funds from the Attorney General and County of Onondaga as part of the 2014 deconstruction pilot program. Jim Corbett moved to procure asbestos abatement services on 123 Henderson and 1806 Lodi from the lowest bidder – CRAL Contracting, Inc. Dan Barnaba seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY MOVED TO PROCURE ASBESTOS ABATEMENT SERVICES ON 123 HENDERSON AND 1806 LODI FROM THE LOWEST BIDDER – CRAL CONTRACTING, INC.**

Procurement of Air Monitoring Services for deconstruction candidates

Jim Corbett moved to procure air monitoring services necessary to the asbestos abatement at 165 Culbert, 123 Henderson, and 1806 Lodi from the lowest bidders, HSE, Churchill, and Arctic respectively. Dwight Hicks seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY MOVED TO PROCURE AIR MONITORING SERVICES NECESSARY TO THE ASBESTOS ABATEMENT AT 165 CULBERT, 123 HENDERSON, AND 1806 LODI FROM THE LOWEST BIDDERS, HSE, CHURCHILL, AND ARCTIC RESPECTIVELY.**

eProperty Plus user subscription

Ms. Wright reminded the board members that this web-based software platform serves as the Land Bank's database of all properties owned and sold allowing them to track status and monitoring of enforcement mortgages and provides the public web portal of all properties available for sale. Mr. Barnaba asked whether it was useful and frequently used and Ms. Wright indicated that Land Bank staff utilizes it daily and that more and more land banks across the country are starting to use this platform. Dwight Hicks moved to procure the annual renewal of eProperty

Plus user subscription.  Dan Barnaba seconded this motion.  **ALL BOARD MEMBERS PRESENT UNANIMOUSLY MOVED TO PROCURE THE ANNUAL RENEWAL OF EPROPERTY PLUS USER SUBSCRIPTION.**

<u>Addis Building roof repairs</u>
Ms. Wright indicated that the Land Bank had not yet been billed for the emergency repairs to the building façade but that the roof also required interim stabilization to keep water out until such time as the Land Bank could close on the sale.  Mr. Erickson described the proposed scope of work and its temporary nature.  Dwight Hicks moved to procure temporary roof repairs from the lowest bidder, Property Restoration, Inc. Jim Corbett seconded this motion.  **ALL BOARD MEMBERS PRESENT UNANIMOUSLY MOVED TO PROCURE TEMPORARY ROOF REPAIRS FROM THE LOWEST BIDDER, PROPERTY RESTORATION, INC.**

## VIII. Discussion

Michael Collins from the Northeast Community Center spoke about a series of meetings that have been convened around Land Bank properties owned along Butternut to explore options for their redevelopment.  He indicated that a neighborhood cleanup day would be held on July 20th.  Ms. Wright explained that there has been no determination yet of whether these properties are more appropriate for renovation or demolition but that there is interest in acquiring other vacant structures along the corridor since the Land Bank currently owns 50% of the vacant structures between Park and Grant and that she'd be returning to the board with a proposal to allocate funds for the acquisition of vacant and deteriorated properties along Butternut Street.  The Land Bank's inventory is currently scattered and there have been preliminary discussions of assembling a large buildable site for a housing partner to develop and capitalize off investments being made around St. Joseph's Hospital, at the former Otisco site, and the City's investment in a façade improvement program along Grant Blvd.

## IX. Adjournment

Dwight Hicks moved to adjourn the meeting. Dan Barnaba seconded this motion.  All board members present unanimously voted to adjourn the meeting at 9:37 AM.