GREATER SYRACUSE
LAND BANK

Minutes
Greater Syracuse Property Development Corporation
BOARD OF DIRECTORS - Annual MEETING
Tuesday, January 20, 2015 8:00 A.M.
201 E. Washington Street, City Hall Commons
Syracuse, NY 13202

Board Members Present: Vito Sciscioli, Julie Cerio, Daniel Barnaba, Jim Corbett, Dwight L. Hicks
Others Present: Katelyn Wright, John Sidd, Honorable Linda Erwin, Rich Puchalski, Phil Prehn, Miguel Balbuena, Dan Hoosock, Grant Johnson, Suzette and Alex Lapierre, Drew Davis, Ben Gray, Dan Lyons, Kerry Quaglia, Honorable Kathleen Joy, Mike LaFlair, Honorable Nader Maroun, Jonathan Logan, Garth Coviello, Emily Bishop, Tom Humbert, Honorable Peggy Chase, Mike Fallon, Patty Mills, Honorable Bob Dougherty, Eric Ennnis, Walter Eiland, Honorable Jean Kessner, Sarah Cowles, Damien Vanetti, Chris Dunham, Corey Driscoll, El-Java Abdul-Quadir, Kate Palermo

I. Call to order
Vito Sciscioli called the meeting to order at 8:04 AM.

II. Roll Call
Mr. Sciscioli noted that all board members were present.

III. Proof of Notice
Mr. Sciscioli noted that proper notice of the meeting had been posted.

IV. Minutes
Julie Cerio moved to adopt the minutes of the December 16, 2014 meeting of the board of directors. Dan Barnaba seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY MOVED TO ADOPT THE MINUTES OF THE DECEMBER 16, 2014 MEETING OF THE BOARD OF DIRECTORS.**

V. ED/CFO's report
Ms. Wright noted that the financial statements attached were still in draft form, but that the Land Bank had sold nearly $1 million of real estate in 2014.

VI. New Business
A. Election of Officers and Committee Members
Mr. Sidd explained that one resolution attached would cover all the officer and committee elections. Ms. Wright noted that the position of Vice-Chair was currently empty. Julie Cerio nominated Vito Sciscioli for reelection as chairman. Mr. Sciscioli nominated Mr. Corbett as vice-chair, Mr. Barnaba for reelection to the position of treasurer, and Mr. Hicks for reelection as secretary.

Ms. Wright noted that the audit committee currently has one vacancy. Mr. Corbett nominated Dan Barnaba, Julie Cerio, and Dwight Hicks to serve on the audit committee.

Dan Barnaba nominated Vito Sciscioli, Jim Corbett, and Julie Cerio to continue service on the governance committee.

Vito Sciscioli nominated Jim Corbett, Dwight Hicks, and Dan Barnaba to continue service on the finance committee.

Julie Cerio nominated Jim Corbett, Dan Barnaba, and Dwight Hicks to serve on the personnel and hiring committee.

Julie Cerio moved to pass a resolution electing board members to the various officer and committee positions as nominated. Jim Corbett seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION ELECTING BOARD MEMBERS TO THE OFFICER AND COMMITTEE POSITIONS AS NOMINATED HEREIN.**

B. Re-Adopt Policies and Procedures and Re-Adopting Mission Statement

Ms. Wright explained that all of these policies and procedures had been readopted in January 2014 and that the Personnel Policy had been adopted by action of the full-board mid-year to account for terms applying to additional employees. She stated that the one policy being changed was the Disposition Policy subject to changes reviewed and recommended by the Governance Committee and that these include:

- guidance related to land banking and holding housing for affordable housing development,
- increasing the discount for teachers, police officers, and fire fighters,
- amending the Home Ownership Choice program language to better reflect the way in which that program is most easily administered,
- requiring an enforcement lien for applicants buying Home Ownership Choice houses or who otherwise receive some financial benefit due to reporting that the property will be owner-occupied, and
- stating that the Land Bank won't consider offers for less than 90% of asking price in the first 60 days a property is listed on the market.

Dwight Hicks moved to pass a resolution readopting the policies, procedures, and mission statement as proposed. Jim Corbett seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION TO READOPT THE POLICIES, PROCEDURES, AND MISSION STATEMENT AS PROPOSED.**

C. Adopt 2015 Goals & Objectives

Ms. Wright pointed out that a reflection on 2014 Goals & Objectives was included in the packet and that draft 2015 Goals & Objectives were submitted for the board's consideration. Mr. Barnaba noted that acquisitions via donation and municipal foreclosure were included and suggested that a goal be added for the Land Bank to privately purchase property of strategic value in 2015. Mr. Corbett suggested that a goal of collaborating with Code Enforcement be added as apriority, as the document points out that 2/3 of vacant properties in the City cannot be obtained via municipal foreclosure. Ms. Wright took note of these additions. Jim Corbett moved to adopt the 2015 Goals & Objectives as amended. Julie Cerio seconded this. **ALL BOARD MEMBERS PRESENT MOVED TO ADOPT THE 2015 GOALS & OBJECTIVES AS AMENDED.**

VII. Discussion

Mr. Sciscioli then recommended that an agenda item be taken out of order and invited Kevin Stack of Northeast Green Building consulting to make a presentation on the Land Bank's 2014 Deconstruction Pilot Program. Mr. Sciscioli also congratulated Mr. Stack on recently being elected president of the CNY Homebuilders and Remodelers Association.

Mr. Stack reported on six homes that were deconstructed in 2014, noting that a greater number of jobs were created than would have been through traditional demolition, that a great deal of the money spent went into wages paid locally, and that more than 60% of above-ground building materials were diverted from the landfill in this pilot project. He stated that he hopes to continue working with the Land Bank to integrate deconstruction and salvage practices into all future demolition jobs.

VIII. Old Business

A. Outstanding 2014 County Special Assessments and Fees

Ms. Wright reminded the group that the Land Bank is pursuing waiver of 2014 sewer use fees for unoccupied buildings and that they had initially thought might be addressed administratively, but that they have been recently informed that it requires legislative action. Ms. Wright and Mr. Corbett reported that they had met with Chairman McMahon to discuss this matter and that he responded positively. As a result of recent conversations the Land Bank would today be paying 2014 sewer use fees for properties that were occupied during this time. Ms. Wright and Mr. Corbett expressed that they were optimistic that legislation would be submitted in March to waive these fees and that they would continue to research whether a multi-year commitment could be made to do so, enabling the Land Bank to budget in a more predictable environment.

IX. Discussion

- Director of Operations job listing

  Ms. Wright reminded the group that the Land Bank is currently advertising for a Director of Operations, that the listing was posted on the website, and that applications are due January 30th.

- City/County Joint Audit of the Land Bank

  Ms. Wright directed the board's attention to a letter from the County Comptroller and City Auditor requesting an audit of the Land Bank and stated that an initial audit conference was scheduled for that Thursday with herself and Vito Sciscioli with representatives from the County Comptroller and City Auditor's offices.

X. Adjournment

Dwight Hicks moved to adjourn the meeting. Jim Corbett seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY MOVED TO ADJOURN THE MEETING AT 8:45 AM.**