Minutes
Greater Syracuse Property Development Corporation
Board of Directors Meeting
Tuesday, March 29, 2016
431 E. Fayette St, 3rd Floor Conference Room
Syracuse, NY 13202

Board of Directors Present: Vito Sciscioli, Daniel Barnaba, Julie Cerio, El Java Abdul Qadir, Jim Corbett (via video conference)
Others Present: John Sidd, Katelyn Wright, Patrick Stanczyk, Ben Gray, David Rowe, Jake Thorsen, Kerry Quaglia, Laura Haley, Dan Hoosock, Glenn Riemenschneider, Day Lyons, Phil Berrigan, Michael Gilbert, Tony Macro, Patrice Fitzsimmons, Sam Reppi, Stephanie Pasquale, Bertha Jacobs, Olivia Green, Andrew Lunetta, Rob English, Bob Dougherty, Derrick Hagrett, Dave Michel, Gregg Tripoli, Derreck Hargrett

I. Call to order
Vito Sciscioli called the meeting to order at 8:30 am.

II. Roll Call
Mr. Sciscioli noted that all members of the Board were present.

III. Proof of Notice
Mr. Sciscioli confirmed that the public notice was adequately posted.

IV. Minutes
Julie Cerio moved to approve the minutes from Board of Directors meeting on February 16, 2016 and the special meeting of the Board of Directors on March 18, 2016. Dan Barnaba seconded the motion. **ALL MEMBERS OF THE BOARD UNANIMOUSLY VOTED TO APPROVE THE MINUTES FROM FEBRURAY 16, 2016 AND MARCH 18, 2016.**

V. Executive Summary & Financial Statements
Katelyn Wright explained that the draft financial statements emailed to the board are current through the end of January and that the audited financial statements through the end of 2015 are before the board to approve today under New Business and that the rest of the executive summary explains new business items. Mr. Sciscioli suggested they move on to the Committee Reports.

VI. Committee Reports
A. Audit Committee
Katelyn Wright noted that the Audit Committee met that morning, prior to the board meeting, to discuss the 2015 independent financial audit with the Land Bank's audit and accounting teams and that the audit contained no findings. Mr. Barnaba noted that the committee recommends the full board adopt the report.

Ms. Wright noted that the minutes from the February and March Audit Committee meetings would be prepared in time for the April board meeting in order for the committee to review and approve them then.

B. **Finance Committee**

Mr. Barnaba explained that the committees would prefer to adopt minutes at the following board meeting rather than wait a significant length of time until the next committee meeting before reviewing and approving minutes. Ms. Wright noted that minutes from Finance and Personnel Committee meetings had been prepared and emailed to committee members for their review in advance of today's meeting. She reminded the board and the audience that the Finance Committee members are Dan Barnaba, Jim Corbett, and El-Java Abdul-Qadir. Ms. Wright noted that the March 11 Finance Committee meeting had actually been attended by all board members and included a lengthy discussion of plans for the coming year and allowed ample time for brainstorming and discussion that is not always possible at regular monthly board meetings due to their extensive agendas. She noted that this discussion provided helpful to guide to management for the coming months.

Dan Barnaba moved to approve the minutes of the Finance Committee meeting held on March 11, 2016. Mr. Abdul-Qadir seconded the motion. **All COMMITTEE MEMBERS AGREED TO APPROVE THE MINUTES OF THE March 11, 2016 FINANCE COMMITTEE MEETING.**

C. **Personnel Committee (3/11)**

Ms. Wright noted that the Personnel Committee consists of Dan Barnaba, Julie Cerio, and Jim Corbett and that minutes had been emailed to the committee members for their review prior to this meeting. Jim Corbett moved to approve the minutes of the March 11, 2016 Personnel Committee meeting. Julie Cerio seconded this motion. **ALL COMMITTEE MEMBERS AGREED TO APPROVE THE MINUTES OF THE March 11, 2016 PERSONNEL COMMITTEE MEETING.**

VII. New Business

A. Enter into a Donation Agreement for the Gustav Stickley House

Katelyn Wright explained that there is a pending four party agreement between University Neighborhood Planning Association (UNPA), L. & J.G. Stickley, Inc., the Onondaga Historical Association (OHA), and the Greater Syracuse Land Bank. The agreement is in regards to the Gustav Stickley House, of which UNPA plans to renovate the exterior and then OHA plans to renovate the interior and operate as a museum. Ms. Wright explained that the agreement would require the Land Bank to potentially hold title to the building after UNPA has completed the exterior renovations, but before OHA has raised sufficient capital to begin the interior renovations, in the event OHA has not raised those funds by the time UNPA completes its part of the project.

David Michel, President of UNPA, explained that UNPA has agreed to accept the property via donation from the L. & J.G. Stickley, Inc. and manage the grant-funded renovation project as the house has been awarded a grant by New York State which requires it be owned and managed by a nonprofit and UNPA has experience managing these types of grants. Mr. Michel explained that UNPA's mission is not to carry properties for the long-term and would only proceed with the renovation if another organization guarantees to take ownership of the property after the conclusion of phase one. Gregg Tripoli, Executive Director of OHA, explained that OHA has every intention of accepting the property from UNPA at the conclusion of Phase I and OHA has obtained a grant to create a business plan to operate the property as a museum, but that they cannot take title until the funds for Phase II are raised. OHA plans to raise all the necessary funds while UNPA is renovating the property and to step in immediately after. OHA and UNPA both agreed that the Land Bank's involvement is simply there as an assurance for both parties and that if all goes according to plan the Land Bank will not have to take ownership at all.

Ms. Wright explained that the Land Bank board had passed a resolution in 2014 expressing their willingness to step in as an interim property holder in order to provide UNPA with such assurances, but that at that time OHA was not yet in the picture for Phase II and it was not disclosed that Stickley would want final say over the entity to whom the Land Bank ultimately transfers the property. In the proposed agreement before the board today Stickley would retain veto power over the disposition of the property, if OHA was for some reason unable to raise the funds for Phase II and unwilling to take title. Mr. Tripoli argued that since Stickley is the current owner of the house and their intent is to transfer it to OHA for management as a museum, if that proves impossible they wish to retain control over where the property finally goes.

Dan Barnaba asked if the Land Bank has ever had ownership of the property. David Michel explained that Stickley has had ownership of the house since 1996 and that the Land Bank has never had ownership of the property. Mr. Michel continued to explain that Stickley initially planned to transfer the property to the Everson Museum, the Everson was never able to accept the property and UNPA and OHA stepped up instead. UNPA has experience in managing state historic preservation grants and has successfully completed similar projects in the past.

Ms. Wright stated that the agreement would allow the Land Bank to recoup all carrying costs associated with the property when the property is eventually transferred to OHA or another organization.

John Sidd stated that the proposed agreement in its current form has been significantly altered to require that Stickley diligently work with the Land Bank to find a buyer/operator in the event that OHA is unable to take title. Stickley has required that the property be disposed to a not-for-profit organization and that organization would have to abide by the covenants that have been placed on the property by Stickley. The agreement calls for the Land Bank to hold the property for up to three years allowing for OHA to raise the necessary funds before the Land Bank could dispose of the property to another entity.

El-Java Abdul-Qadir inquired as to whether another organization besides OHA buying the property from the Land bank would still be responsible for making the Land Bank whole. Ms. Wright confirmed that would be required. Vito Sciscioli asked if the Stickley company were sold, whether the new owner have the same rights to access the property or restrict its transfer as Stickley currently does under this agreement. Mr. Sidd stated that any rights and obligations currently held by Stickley would survive a purchase if the company were to be sold.

Katelyn asked what the annual carrying costs would likely be, and Dave Michel stated that their estimates are approximately $17,250 per year.

Julie Cerio asked for Mr. Sidd's recommendation on the agreement. Mr. Sidd stated that this is the best agreement that has yet to be put forward, but if there was a circumstance in which the Land Bank was unable to convey to OHA and disagreed with Stickley over a potential buyer the Land Bank could be prohibited from disposing of the property.

Julie Cerio moved to enter into the donation agreement with UNPA, OHA and L. & J.G. Stickley, Inc. regarding the Gustav Stickley House. Dan Barnaba seconded the motion. **ALL BOARD MEMBERS UNANIMOUSLY VOTED TO ENTER INTO A DONATION AGREEMENT WITH UNPA, OHA AND L. & J.G. STICKLEY, INC. REGARDING THE GUSTAV STICKLEY HOUSE.**

B. Approve 2015 Financial Statements and Independent Audit

Katelyn Wright explained that the 2015 Financial Statements and Independent Audit were reviewed by the Audit Committee prior to the board meeting. Dan Barnaba informed the board that the Committee recommends the board approve the audit report and the 2015 financial statements.

Jim Corbett moved to approve the 2015 Financial Statements and Independent Audit Report. Dan Barnaba seconded the motion. **ALL BOARD MEMBERS UNANIMOUSLY VOTED TO APPROVE THE 2015 FINANCIAL STATEMENTS AND INDEPENDENT AUDIT REPORT.**

C. Approve Annual Report for Submission to Authorities Budget Office

Ms. Wright explained that the Annual Report was sent to the Board via email for their review and noted that their approval of the report includes approval of the measurement report included in the report.

Dan Barnaba moved to approve the Annual Report for submission to the Authorities Budget Office. Julie Cerio seconded this motion. **ALL BOARD MEMBERS UNANIMOUSLY VOTED TO APPROVE THE ANNUAL REPORT FOR SUBMISSION TO AUTHORITIES BUDGET OFFICE.**

D. Adopt 2016 Budget Amendment

Katelyn Wright explained that the budget amendment was discussed in detail with the Finance Committee on March 11 and noted that the primary change from the previously adopted budget is allocating $700,000 of unrestricted funding toward demolitions. Dan Barnaba explained that as treasurer he spent a significant amount of time with Land Bank staff reviewing the 2016 budget amendment in addition to the Finance Committee meeting held on March 11 and he is comfortable with the changes it contains.

El-Java Abdul-Qadir moved to adopt the 2016 budget amendment. Julie Cerio seconded the motion. **ALL BOARD MEMBERS UNANIMOUSLY VOTED TO ADOPT THE 2016 BUDGET AMENDMENT.**

E. Adopt Amendments to the Personnel Policy

Ms. Wright explained that during the Personnel Committee meeting the committee discussed the amount of paid time off awarded to full-time employees. The committee was also presented with a potential amendment to the Policy after the committee meeting via email, regarding the amount of employer contributions the Land Bank will make toward employees' insurance premiums.

Mr. Barnaba stated that he is ready to vote on the changes that were discussed by the committee on March 11 but that he is still researching the health insurance changes that Ms. Wright recommends and would like to discuss those further before approving. The Board agreed to schedule a Personnel Committee meeting before the next regularly scheduled board meeting.

Dan Barnaba moved to approve an amended personnel policy as discussed on March 11. El-Java Abdul-Qadir seconded the motion. **ALL BOARD MEMBERS UNANIMOUSLY VOTED TO ADOPT AN AMENDED PERSONNEL POLICY.**

F. Hire Chamar Otis as a Full-Time Sales Specialist

Katelyn Wright informed the board that hiring Mr. Chamar Otis was discussed with the Personnel Committee on March 11 and that the committee recommends the board approve the hire. She noted that Mr. Otis is a licensed real estate salesperson and will be responsible for in-house sales of Land Bank properties.

Julie Cerio moved to approve the hire of Chamar Otis as a full-time Sales Specialist at a salary of $45,000 per year. Dan Barnaba seconded the motion. **ALL BOARD MEMBERS UNANIMOUSLY VOTED TO HIRE CHAMAR OTIS AS A FULL-TIME SALES SPECIALIST.**

G. Authorize the Sale of Multiple Properties

Ms. Wright directed the board to Schedule A in their agenda packets. She read through the sales and welcomed any questions or concerns the board had. Mr. Abdul-Qadir asked for a clarification regarding the applicant for 1304-06 South Ave and 244 E. Colvin St. Ms. Wright explained that the applicant here is the same individual using two separate LLCs.

Ms. Wright explained 2219 Valley Dr. is being sold at a discounted price under the Public Employees Discount Program, which would require the buyer to owner-occupy for five years and complete mandatory renovations and this would be secured by a lien that will remain on the property for five years. She noted that this applicant is financing the purchase and renovations through Home HeadQuarters. Mr. Barnaba inquired if this is the first applicant under this discount program. Ms. Wright explained that this is the second successful applicant, both of which have been Syracuse City School District employees.

Ms. Wright recommended the board that 2520 S. Salina St be held until the applicants provide sufficient proof of financing, noting that the APD Solutions proposal was innovative and an exciting option for this property. Granite Development has not provided firm financing in writing but Land Bank staff is confident they would have the financing available to complete the project. APD Solutions is still waiting on firm commitment letters.

Ms. Wright explained to the board that the applicant for 1407 Park St., Responsive to Our Community Housing Development Fund Company, Inc. (RTOC), has applied to purchase several Land Bank properties, planning to provide affordable housing to victims of domestic abuse. The Land Bank requires that applicants provide proof of financing for the purchase price and the renovation for all properties, RTOC Inc., has asked the Board to deviate from this policy so the organization can raise the sufficient funds while under contract. Ms. Wright continued to explain that while in the past RTOC has been unwilling to offer asking price and not qualified for the Land Bank's Affordable Housing Discount Program, 1407 Park St. has been determined to be a demolition candidate and so a $153 purchase offer would seem advantageous to the Land Bank. RTOC is proposing that they will be able to renovate the property due to a reduced renovation cost resulting from in-kind donations. A representative from ROTC explained to the board that the organization will partner with a veterans' vocational training program to complete the renovations. He stated that their organization has raised $35,000 in a three-month period and is confident they could meet the funding goal if granted six-months from this date. Dan Barnaba asked if the organization owns any other properties. He stated that RTOC does not own any rental properties, but that their president owns several rental properties and has experience with renovation and property management. Ms. Wright recommended the Land Bank enter into a contract with RTOC contingent upon their identifying all sources of funds and donations for labor and materials necessary to fully implement their renovation plan within 6 months.

Ms. Wright explained that 535 Oakwood Ave is buildable vacant lot and that Tucker Missionary Baptist Church would like to expand their property next door in order to create green space, which will serve as a buffer between their parking lot and residences on the street. Ms. Wright explained that there are several seizable lots surrounding this property and its proximity to SU could make it a desirable location for future development and so it would be strategic to retain as much of this very large parcel as possible. Ms. Wright recommended that 35 feet of the parcel be sold to Tucker Missionary, which is willing to bear all the costs of surveying and re-subdividing the lots.

Ms. Wright recommended the sale of five properties to Atlantic States Legal Foundation meet with the Skunk City Syracuse United Neighbors group to discuss their plan for green infrastructure plans for vacant lots in the Skunk City neighborhood prior to the Land Bank conveying title to ASLF.

Julie Cerio moved to approve the sales of multiple properties per the recommendations made in Schedule A to the resolution. Dan Barnaba seconded the motion. **ALL BOARD MEMBERS UNANIMOUSLY VOTED TO APPROVE THE SALE OF MULTIPLE PROPERTIES.**

Derrek Hargrett, an applicant for 1367 Burnet Ave, asked the board to reconsider their decision arguing that they would occupy it with their own business and speculating that Mr. Reppi would not really owner occupy the property. Dan Barnaba asked if there is a mechanism that the Land Bank uses to ensure that individuals who state they will owner-occupy on their application really do so. Katelyn Wright explained that if the board favors an applicant with a lower bid based on the fact they will be an owner-occupant and that applicant receives some financial benefit from this decision, an enforcement mortgage is placed on the property for the difference between the high bid and the winning bid. She explained that in this case Mr. Reppi not only promised to owner-occupy, but he was the high bidder. John Sidd explained that the Land Bank has a five-year residency mortgage placed on properties in the Home Ownership Choice program and the Public Employees Discount Program. Another audience member objected to the sale of 209 Boyden to a buyer other than the highest bidder, selected because they would make the property owner-occupied. Mr. Sidd went on to explain that this was a public meeting not a public hearing and not the time to hear these complaints from the public. Mr. Barnaba explained that these kinds of arguments should be included in the purchase offers and discussed with staff. Mr. Corbett explained that all the relevant information is provided by staff in a briefing that the board reviews prior to each meeting, but that the information must be provided in order for staff to make it available for their consideration. Julie Cerio noted that the sales had already been voted on.

H. Authorize the Sale of Multiple Properties to Home Headquarters for AG-funded Renovation

Ms. Wright explained that these are the last three properties that will be transferred to Home HeadQuarters for AG-funded renovation under their co-development agreement. Per the co-development agreement the properties will be sold at cost.

Julie Cerio moved to authorize the sale of multiple properties to Home HeadQuarters for AG-funded renovation. Dan Barnaba seconded the motion. **ALL BOARD MEMBERS UNANIMOUSLY VOTED TO AUTHORIZE THE SALE OF MULTIPLE PROPERTIES TO HOME HEADQUARTERS FOR AG-FUNDED RENOVATION.**

I. Enter into a contract with Onondaga County for 2016 funding

Ms. Wright explained that last month the board agreed to enter into a contract with Onondaga County governing the Land Bank's exemption from sewer unit fees. The County has drafted a contract which includes the sewer unit exemptions as well as the funding agreement for the 2016 year. The contract includes $500,000 in funding, half of which is restricted to demolitions and the other half is unrestricted. Ms. Wright explained that the board needs to approve the terms governing the 2016 funding.

Julie Cerio moved a motion to enter into a contract with Onondaga County governing 2016 funding to the Land Bank. Jim Corbett seconded the motion. **ALL BOARD MEMBERS UNANIMOUSLY VOTED TO ENTER INTO A CONTRACT WITH ONONDAGA COUNTY FOR 2016 FUNDING.**

J. Authorize the purchase 715 Tully St

Ms. Wright stated that 715 Tully St is a vacant lot owned by HHQ and is adjacent to a Land Bank-owned single-family house at 711 Tully St. Ms. Wright noted that the yard at 711 is quite small and 715 is not legally buildable on its own, and so she recommends that the Land Bank purchases the lot for $800 to merge the two lots and expand the yard at 711 Tully Street, making that property more marketable.

Julie Cerio moved to authorize the purchase of 715 Tully St. Dan Barnaba seconded the motion. **ALL BOARD MEMBERS UNANIMOUSLY VOTED TO AUTHORIZE THE PURCHASE OF 715 TULLY STREET FROM HOME HEADQUARTERS, INC.**

K. Amend Terms of 751 North Salina Enforcement Mortgage

Ms. Wright explain to the Board that 751 North Salina St was initially marked as a demolition candidate, but was sold for a dollar to James Shattell when he expressed his willingness to renovate the property. This sale saved the Land Bank $75,000 in demolition expenses, but was also strategic because the narrow steeply sloped lot wouldn't likely be an attractive site for new construction and if the structures was not salvaged it would likely remain unimproved. The enforcement mortgage approved at the time of sale allowed until the end of March 2016 to complete the renovations, but Mr. Shattell requested that the enforcement mortgage be extended through the end of November stating that his project was delayed due to issues with his financing. Ms. Wright confirmed that he has now demonstrated that they are making steady progress and are on schedule to complete the renovations by the end of November.

El-Java Abdul-Qadir moved to amend terms of 751 North Salina enforcement mortgage. Julie Cerio seconded the motion. **ALL BOARD MEMBERS UNANIMOUSLY VOTED TO AMEND TERMS OF 751 NORTH SALINA ENFORCEMENT MORTGAGE.**

L. Amend terms of sale for 128 N Geddes St

Ms. Wright explained that Board approved the sale of 128 N Geddes St to Bobbett Family LLC for one dollar on the condition that they demolish the property. Since that sale was approved, it has come to light that when a private individual demolishes a structure it often takes 18 months or more for the assessment to be adjusted to reflect the unimproved status of the property; however, when the Land Bank demolishes first and conveys an unimproved property the assessor adjusts the assessment to reflect its unimproved status at the time of conveyance. In light of this, Bobbett Family LLC would like the Land Bank to demo 128 N Geddes and will then purchase it for a price the covers the full cost of demolition.

Julie Cerio moved to amend the terms of sale for 128 N Geddes St. accordingly. Jim Corbett seconded the motion. **ALL BOARD MEMBERS UNANIMOUSLY VOTED TO AMEND THE TERMS OF SALE FOR 128 N GEDDES ST.**

M. Authorize demolition of 128 N Geddes St

Ms. Wright turned the board's attention to the executive summary in which the bids received for the demolition of 128 N Geddes were summarized.

Julie Cerio moved to authorize contracting with Ultraclean, Inc. for the demolition of 128 N. Geddes St. Jim Corbett seconded the motion. **ALL BOARD MEMBERS UNANIMOULSY VOTED TO AUTHORIZE CONTRACTING WITH ULTRACLEAN, INC. FOR THE DEMOLTIOON OF 128 N GEDDES ST.**

N. Authorize entering into a bulk rate contract for demolitions, not to exceed $615,000

Ben Gray explained that the Land Bank posted a RFP soliciting bids for demolitions to be procured at a bulk rate hoping this would drive down the unit costs. The Land Bank received five responses, summarized in the executive summary of the agenda packet. Ms. Wright explained that staff believe Ultraclean is actually the lowest qualified bidder. Bronze would take longer to demolish each house, driving up overall project costs by requiring additional air monitoring; and Crisafulli had a history of failing to complete jobs in a timely manner. In addition, they believe that Ultraclean's exemplary record-keeping and regulatory compliance protects the Land Bank from risk associated with these projects. At the rate bid by Ultraclean, the Land Bank could complete 41 demolitions in 2016. She pointed to the 2016 demo budget included in the agenda packet and noted that some funds are held out for potential emergencies that may arise over the course of the year and if these funds aren't expended by late 2016 staff may return to the board for a contract amendment increasing this not to exceed amount.

She noted that there had been some discussion with the Finance Committee about requiring the contractor provide a performance bond. She felt, however, given Ultraclean's history of timely performance, that the added cost wouldn't be worth pursuing. She noted that performance benchmarks in the contract would allow the Land Bank to terminate the contract if the contractor falls behind and the remaining jobs would be bid out in smaller bundles over the rest of the year.

Dan Barnaba asked Land Bank staff to clarify how the job was bid out. Ben Gray explained that the RFP indicated that the Land Bank hoped to complete 40-50 demolitions, but did not reveal the total amount of funds available for this year's demolitions, and asked the contractor to bid a unit cost per demolition. This unit cost should be based on the average demolition being a two-story wood frame structure about 1700 square feet. The staff then divided the budget by the unit costs bid and other expected costs – water shutoff, condemnation letter, air monitoring, etc. to determine how many homes could be demolished under each contractor's bid. Mr. Barnaba asked about if Ultraclean had appropriate insurance and Ms. Wright noted that they have already provided this for past jobs in which they name the Land Bank as additional insured.

Julie Cerio inquired whether any materials in these homes are salvageable. Mr. Gray explained that he and David Rowe have been working with Habitat for Humanity to identify houses that contain salvageable materials that can be sold at the Habitat ReStore or re-used in their construction or renovations. Mr. Gray continued to explain that Habitat will incur the costs to removing the materials, as well as and costs of necessary testing in the event that removal may disturb asbestos.

El-Java Abdul-Qadir inquired if the Land Bank has any M/WBE goals when hiring contractors. Katelyn Wright explained that the Land Bank is held to the same M/WBE goals as state authorities, but that for this RFP all contractors submitted a M/WBE wavier.

Jim Corbett moved to authorize entering into contract with Ultraclean Inc. for up to 41 demolitions, for an amount not to exceed $615,000. Dan Barnaba seconded the motion. **ALL BOARD MEMBERS UNANIMOUSLY VOTED TO AUTHORIZE ENTERING INTO CONTRACT WITH ULTRACLEAN INC. FOR UP TO 41 DEMOLITIONS, FOR AN AMOUNT NOT TO EXCEED $615,000.**

O. Authorize entering into a bulk rate contract for air monitoring, not to exceed $33,000

Katelyn Wright explained that Ultraclean stated that they will be able to demolish a house in two days on average, putting the cost of air monitoring around $800 per demolition. She turned their attention to the executive summary which describes the air monitoring bids received and that GYMO bid the lowest overall daily rate.

Dan Barnaba moved to authorize entering into a contract with GYMO Architecture, Engineering & Land Surveying DPC for air monitoring for an amount not to exceed $33,000. Julie Cerio seconded the motion. **ALL BOARD MEMBERS UNANIMOULSY VOTED TO AUTHORIZE ENTERING INTO A CONTRACT WITH GYMO ARCHITECTURE, ENGINEERING & LAND SURVEYING DPC FOR AIR MONITORING FOR AN AMOUNT NOT TO EXCEED $33,000.**

P. Renew debris removal contract with Dee's Property Maintenance

Katelyn Wright informed the Board that in December the Land Bank issued an RFP for debris removal. The contract was awarded to Mitchell Construction, who bid the lowest rate per cubic yard. Ms. Wright noted that they had previously discussed the difficulty of pricing these jobs because the bill will be based on the rate, but also the volume of debris that the contractor estimates is present. In practice, the Land Bank has its contractors bid each job and they are then billed after the debris removal is completed. The contractors bid based on their best estimate of the volume present and the Land Bank has never received a change order from a contractor who bid low and then reported that there was more volume than anticipated. She turned the board's attention to the executive summary in which 12 properties were listed showing that the Land Bank had solicited bids from both Mitchell Construction and Dee's and that in most instances Mitchell estimated that there was more volume present and so, even with a lower rate per cubic yard, their bids came in an average of $500 more per house. She recommended at this time that the board renew their contract with Dee's at their somewhat higher rate per cubic yard, anticipating that this could save the Land Bank on remaining clean-outs over the coming year.

Julie Cerio moved to renew the Land Bank's existing debris removal contract with Dee's Property Maintenance at their current rates. El-Java Abdul-Qadir seconded the motion. **ALL BOARD MEMBERS UNANIMOUSLY VOTED TO RENEW THE DEBRIS REMOVAL CONTRACT WITH DEE'S PROPERTY MAINTENANCE.**

Q. Procure numerous renovation contracts for 4 Travers St, Baldwinsville

Ms. Wright explained that the Land Bank acquired 4 Travers St in Baldwinsville from Onondaga County subsequent to County foreclosure for tax delinquency. She stated that the Land Bank hopes to renovate this property using unrestricted funds so that it can be sold in move-in ready condition in the Land Bank's Home Ownership Choice program, explaining that staff estimate the Land Bank would actually net a larger profit by renovating it than if they were to sell it now in as-is condition and they'd be better able to attract an owner-occupant.

El-Java Abdul- Qadir asked if the Land Bank plans to renovate and more properties prior to sale. Ms. Wright explained that this will be the first test case for this new strategy and, if successful, the Land Bank will look to do more similar projects. Ben Gray walked the board through the various bids received summarized in the executive summary and Mr. Barnaba noted that they'd solicited his opinion and he'd walked through the house and commented on the fact that the Land Bank would save money by managing the renovation in-house and contracting with all of the subcontractors directly rather than hiring a general contractor. Mr. Corbett commented that he'd been able to closely review the electrical bids and discussed this earlier with Mr. Gray and was comfortable with proceeding.

Julie Cerio moved to procure numerous renovation contracts for 4 Travers St per the information included in the executive summary. Dan Barnaba seconded the motion. **ALL BOARD MEMBERS UNAIMOUSLY VOTED TO PROCURE NUMEROUS RENOVATIONS CONTRACTS FOR 4 TRAVERS ST.**

R. Procure cubicle and desk

Ms. Wright noted that bringing Chamar on staff would require they shuffle some offices around and that they'd obtained quotes from two local furniture companies to build out one cubicle with the option of adding a second, if needed at a future date.

Julie Cerio moved to procure a cubicle and desk from Syracuse Office Environments. Dan Barnaba seconded the motion. **ALL BOARD MEMBERS UNANIMOUSLY VOTED TO PROCURE A CUBICLE AND DESK FROM SYRACUSE OFFICE ENVIRONMENTS.**

VIII. Discussion

John Sidd recommended that the board enter executive session to discuss current litigation related to the Addis Building. Dan Barnaba moved to enter executive session. El-Java Abdul-Qadir seconded the motion. **ALL BOARD MEMBERS UNANIMOUSLY AGREED TO ENTER INTO EXECUTIVE SESSION TO DISCUSS ONGOING LITIGATION AT 9:45 AM.**

Jim Corbett moved to return to public session. Julie Cerio seconded this motion. **THE BOARD RECONVENED IN PUBLIC SESSION AT 10:08 AM.**

Dan Barnaba moved to authorize the settlement of the action entitled Vann Street Properties, Inc. and 2nd Point, Inc., Plaintiffs v. The City of Syracuse; David J. Delvecchio, Commissioner of Finance for the City of Syracuse; Greater Syracuse Property Development Corporation; and Sandra A. Schepp, County Clerk for the County of Onondaga, bearing Index No. 2014-1213 and RJI No.:33-14-2680, and authorize the Executive Director to enter a settlement agreement in form and substance agreeable to the Executive Director and counsel incorporating the following material terms and conditions:

1. No admission of liability
2. Discontinuance of the action with prejudice
3. Release of the Notice of Pendency with the County Clerk
4. An exchange of releases by all parties
5. The payment of $45,000 by the Land Bank to the plaintiffs.

El-Java Abdul-Qadir seconded the motion. **ALL BOARD MEMBERS UNANIMOUSLY VOTED TO AUTHORIZE A SETTLEMENT PER THE TERMS ABOVE.**

Dan Barnaba moved to reaffirm the resolution passed in 2014 authorizing the sale of 449-53 South Salina Street to Lahinch Group, LLC, contingent upon the settlement described above. El-Java Abdul-Qadir seconded this motion. **ALL BOARD MEMBERS UNANIMOUSLY VOTED TO REAFFIRM THE 2014 RESOLUTION TO SELL 449-53 SOUTH SALINA STREET TO THE LAHINCH GROUP, LLC PER THE TERMS AS STATED.**

IX. Adjournment

Julie Cerio moved to adjourn. Dan Barnaba seconded the motion. **ALL BOARD MEMBERS UNANIMOULSY VOTED TO ADJOURN THE MEETING AT 10:10 AM.**