GREATER SYRACUSE
LAND BANK

Minutes
Greater Syracuse Property Development Corporation
Regular Meeting of the Board of Directors
8:00 AM Tuesday, September 18, 2018
431 E. Fayette Street, 3rd Floor Conference Room
Syracuse, NY 13202

Board Members Present: Vito Sciscioli, Daniel Barnaba, Julie Cerio, Jim Corbett
Board Members Excused: El Java Abdul Qadir
Others Present: John Sidd, Katelyn Wright, Meghan Craner, Terri Luckett, David Rowe, Chamar Otis, April Panek, Dan Hoosock, Rich Puchalski, Hilary Donohue, Jim Grooms, Jeanne Mitchell

I. Call to Order

Vito Sciscioli called the meeting to order at 8:00 AM.

II. Roll Call

Mr. Sciscioli noted that everyone was present except for El Java Abdul Qadir.

III. Proof of Notice

Mr. Sciscioli noted that public notice had been properly posted.

IV. Minutes

Jim Corbett moved to approve the minutes from August 21. Julie Cerio seconded this motion. All board members present voted unanimously to approve the minutes from August 21, 2018.

V. Financial Statements & Executive Summary

Ms. Wright noted that financial statements through the end of July were included in the packet.

VI. New Business

A. Authorize Sale of Multiple Properties

Ms. Wright described each of the properties for which offers were received. Dan Barnaba asked a question about 803 N. McBride and why it was being sold for less than asking price. Ms. Wright stated that it wouldn't be on their agenda if the offer they received was less than asking and that it must be a typo. Staff left to go review the file. Chamar Otis later clarified that there was a typo on the packet and that the initial list price was $9,900.

Julie Cerio moved to authorize the Land Bank to sell multiple properties with this amendment to the resolution. Jim Corbett seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE LAND BANK TO SELL MULTIPLE PROPERTIES.**

B. Authorize the Sale of 207 Cherry Street

Ms. Wright directed the board to a map showing that 209-11 Cherry Street is the only adjacent property that would make sense to merge with this parking lot. She explained that their intent all along had been to sell both as a pair, but that the City took so long to foreclose on the parking lot they sold the mixed-use building next door telling the buyer that eventually they would be able to acquire and sell the lot. She argued that they should sell it to him noncompetitively because his is the only property that would it could logically merge with and because on-site parking would be critical to the success of his commercial property next door. The lot appraised at $4,000, but Mr. Perry was only willing to pay $1,000 since he will invest $16,000 in re-paving and striping the lot. Mr. Barnaba asked whether they would have been better off marketing the property competitively. Ms. Wright explained that it's in a tiny neighborhood-based business district and she'd be surprised if anyone but the business owner next door wanted to acquire the lot. Mr. Barnaba stated that in the future for sales less than appraised value he'd prefer there be competition. Julie Cerio moved to sell 207 Cherry Street to Edward Perry for $1,000. Jim Corbett seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE SALE OF 207 CHERRY STREET TO EDWARD PERRY FOR $1,000.**

C. Renew Insurance Policies

Ms. Wright referred the board to the executive summary in which she outlined the various policies the Land Bank carries and which ones would have rate increases in the coming year. Jim Grooms from Brown & Brown insurance summarized the efforts they and their wholesaler went to in order to obtain multiple quotes for this coverage, but noted that many carriers don't want to cover demolitions in NY and many don't want to cover land banks. Dan Barnaba asked whether the Land Bank had coverage in case their servers are hacked. Jim Grooms indicated that he'd quoted this coverage a year or so ago, but that the Land Bank had opted not to bind it because the premiums were rather high. There was some discussion of what their exposure would be if their server was hacked and applicants' personal information was stolen. Jim agreed that he would quote it again.

After some discussion Jim Corbett moved to renew the Land Bank's insurance policies as proposed by Brown & Brown. Julie Cerio seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE LAND BANK TO RENEW ITS INSURANCE POLICIES AS PROPOSED.**

D. Roof replacement at 678 W. Onondaga

Ms. Wright explained that the Land Bank recently reacquired this property via a deed in lieu of foreclosure after The International Baum and All Things Oz Historical Foundation failed to complete any renovations during the two years that they held title. She explained that they intend to list it for sale again and that it is in a zoning district that would allow conversion to offices or apartments. She reminded the board that they'd hired a consultant to draft a nomination to list this property on the National Register of Historic Places so that whomever buys it will be able to avail themselves of Historic Rehabilitation Tax Credits. The consultant found that despite local lore, this house was never owned by the Baum Family – they lived next door. Nevertheless they would still try to get it listed on the National Register anyway in the hopes that someone might opt to use the tax credits. In the meantime the roof leaks have gotten quite bad and they would prefer to re-roof the house now rather than have to demolish it next year. They had been able to obtain two quotes and Ms. Wright stated that she was seeking the board's permission to contract with the lowest of the two to re-roof the house. The quotes obtained were for Morris Construction: $23,500 and The Roofing Guys: $30,000.

Several board members asked whether it had been marketed for sale again yet. Ms. Wright explained that the roof leaks are causing ceiling tiles to fall and that they'd hoped to stop the leaks before getting the building cleaned out for showings. Mr. Barnaba asked whether they'd be better off listing it with a $10,000 credit rather than doing the roof themselves. Ms. Wright noted that the roof is time sensitive. Mr. Sciscioli suggested they put it on the market for 30 days and only do the roof if no buyer can be secured in that time. Dan Barnaba moved to authorize the Land Bank to hire Morris Construction to re-roof 678 W. Onondaga only if a buyer couldn't be secured after marketing the property for at least 30 days. Jim Corbett seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE LAND BANK TO CONTRACT WITH MORRIS CONSTRUCTION TO RE-ROOF 678 W. ONONDAGA IF A BUYER COULD NOT BE SECURED AFTER MARKETING THE PROPERTY FOR 30 DAYS.**

E. Sidewalk replacement at 273 Furman

Ms. Wright explained that this corner sidewalk had been condemned and that the City would do the work and charge $13,710 or the Land Bank could use their contractor and do the work for $8,750. Mr. Barnaba asked whether they should take any properties with poor sidewalks in the future. Ms. Wright indicated that they'd probably take ½ the properties they currently take if they started to exclude those with poor sidewalks, but that only a handful of those would be condemned and they felt that they could re-sell them or merge them with adjacent properties and so there was a benefit to acquiring them and only a small chance the sidewalk would be condemned. Mr. Corbett noted that this one was only condemned because the City was doing the one next door that they own. Mr. Corbett asked what she meant by "the land bank's contractor." Ms. Wright explained that earlier in the year they'd issued an RFP to select a contractor who would offer the best price per square foot and McConnell came in the lowest at $10/sq.ft.

Vito Sciscioli moved to authorize the Land Bank to replace the sidewalk at 273 Furman. Julie Cerio seconded him. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE LAND BANK TO REPLACE THE SIDEWALK AT 273 FURMAN.**

F. 1800 Lodi Asbestos Abatement

Ms. Wright reminded the board that they'd authorized the Land Bank to sell the house to Lou Vinciguerra and that he would renovate using Enterprise grant funds. She noted that he was taking longer than expected to close and so she'd like to proceed with the asbestos abatement and then deed the house to him, after which he would finish the project. Either way the grant would pay for 80% of the project and the buyer will pay for 20%. She noted that doing the work prior to deeding the property to him would result in an insurance premium for the Land Bank that would otherwise be avoided, but that this added cost would be billed to the grant so this would result in no net cost to the Land Bank. She noted that the Land Bank had competitively bid this work, but that they decided later to sell to Mr. Vinciguerra and let him select and manage the contractors himself as he was able to negotiate a number of items below cost as donations. The abatement contractor he'd selected came in cheaper than the price the Land Bank was able to obtain via competitive bidding. Mr. Sidd explained that this was fine to be done outside of the Land Bank's procurement policy since it complies with the grant funders' procurement requirements.

Jim Corbett moved to authorize the Land Bank to contract with NRC for asbestos abatement and Churchill for air monitoring. Julie Cerio seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE LAND BANK TO CONTRACT WITH NRC FOR ASBESTOS ABATEMENT AND CHURCHILL ENVIRONMENTAL FOR AIR MONITORING.**

VII. Old Business

A. 100 Bungalow Terrace

MS. Wright reminded the board that at their last meeting they voted to give the occupant and her attorney another month to produce some additional information. Ms. Wright noted that Mrs. Linton's attorney failed to respond with this information even when reminded of the 9/13 deadline. The board agreed that no board action was needed and that staff should proceed with the eviction.

VIII. Discussion

A. Update on 215 Tully Phase II Environmental Assessment

Ms. Wright directed them to a summary from C&S Engineers and noted that they are still waiting on the final Phase II report and they'll try to get cost estimates for whatever work that report might call for. She explained that they are within a 90 day window of their option to purchase and that they likely either need to hold a special meeting in October or ask for an extension of that 90 day window in order for the board to make a decision about whether to proceed with the purchase before their option expires. Several board members expressed that they would rather not hold two meetings in October. Mr. Corbett had several questions about the findings described in the executive summary and Ms. Wright stated that she would ask a representative from C&S to attend their next meeting so that they would be available to answer these types of questions.

B. 757 W Onondaga Street appeal from former owner

Ms. Wright and Ms. Craner described the context surrounding this former owner's plans for the property and the City's foreclosure on the home. Ms. Wright indicated that she has a compelling story and they would like to work with her, but that they felt there needs to be a deadline and not just an open ended commitment that the Land Bank would hold the house until the VA commits the renovation funds. After some discussion, the board agreed that they should give her 3 months and then revisit the issue if she has not secured that funding commitment yet.

C. Board Training/Retreat with Center for Community Progress

Ms. Wright explained that she's been discussing arranging a board retreat/training day with Center for Community Progress and that she'd like to hire them to come present on best practices from other land banks around the country but that their only availability this fall is the week of November 12. She noted that two board members' terms are ending and that she'd really like the incoming board members to be able to participate, but that she feared they may not be appointed by then. All board members agreed it would be better to schedule the training in early 2019 to include incoming board members.

D. 2019 County Budget

Ms. Wright indicated that she'd submitted a request to the County Executive for her to include funding in their 2019 budget for the Land Bank and that the County Executive had included $250,000 in the budget for the Land Bank. She informed the board that the budget would be adopted by the Legislature in early October and it remains to be seen how they might amend the executive's budget.

E. County auction properties

Ms. Wright indicated that she's reaching out to Towns and Villages now to ask whether there are properties headed to the County Auction that they'd prefer be sent to the Land Bank and that she'd have a list at the next board meeting for them to vote on.

IX. Adjournment

Jim Corbett moved to adjourn the meeting. Dan Barnaba seconded him. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY AGREED TO ADJOURN AT 9:08 AM.**