Minutes
Greater Syracuse Property Development Corporation
Regular Meeting of the Board of Directors
8:00 AM Tuesday, August 21, 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, Paul Driscoll, Jeanne Mitchell, Mike McCafrey

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
Dan Barnaba moved to approve the minutes from June 19. Jim Corbett seconded this motion. All board members present voted unanimously to approve the minutes from June 19, 2018.

Dan Barnaba moved to approve the minutes from July 17. Julie Cerio seconded this motion. All board members present voted unanimously to approve the minutes from July 17, 2018.

Dan Barnaba moved to approve the minutes from July 24. Julie Cerio seconded this motion. All board members present voted unanimously to approve the minutes from July 24, 2018.

V. Financial Statements & Executive Summary
Ms. Wright noted that financial statements through the end of June 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. Jim Corbett moved to authorize the Land Bank to sell multiple properties. Julie Cerio seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE LAND BANK TO SELL MULTIPLE PROPERTIES.**

B. Authorize acquisition of 200 Maple for $2,151
Ms. Wright explained that their previous resolution needed to be amended because it had stated that acquisition was contingent upon the Land Bank being able to inspect the building and finding its condition to be satisfactory. The City was able to obtain an inspection warrant but unable to grant the land bank access. Instead they had obtained a report from C&S Engineers and as a result the purchase price was increased to $2,151. There was some discussion of the report and the condition the building is in. Mr. Corbett expressed concern that the roof was in very poor shape. Mr. Barnaba asked how quickly the Land Bank would try to sell if they took title. Ms. Wright stated that they would issue

an RFP immediately and try to sell it as quickly as possible. He asked if the Land Bank takes it and it turns out to be a demolition candidate would the City assist with the cost of demolition; Meghan Craner stated that they'd likely point to the fact that they'd just granted the Land Bank $500,000 in demolition funds. Mr. Barnaba asked whether the Land Bank's insurance would cover the cost of demolition if the building collapses. Ms. Wright stated that she believed it would if they add property coverage, noting that they only take out liability coverage on most buildings because it the event a house has to be demolished their damages are relatively limited. Mr. Sidd questioned whether that would be covered since they know the condition of the building up front. Ms. Wright said this was worth looking into and she would discuss with their insurance broker, but that she had floated this same question regarding the Addis Building several years earlier and she recalled that he had a solution.

Mr. Barnaba moved to authorize the Land Bank to acquire 200 Maple Street contingent upon their obtaining insurance coverage that would cover the cost of demolition should that become necessary and contingent upon the City of Syracuse also conveying the properties across the street to the Land Bank. Julie Cerio seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE LAND BANK TO ACQUIRE 200 MAPLE STREET CONTINGENT UPON THEIR OBTAINING INSURANCE COVERAGE THAT WOULD COVER THE COST OF DEMOLITION SHOULD THAT BECOME NECESSARY AND CONTINGENT UPON THE CITY OF SYRACUSE ALSO CONVEYING THE PROPERTIES ACROSS THE STREET TO THE LAND BANK.**

C. Contract for the Demolition of Multiple Properties

Ms. Wright noted that Meghan Craner had successfully solicited several new demolition contractors to respond to the Land Bank's RFQ and get onto the qualified demo contractor list and that they had received five responses to this RFP compared to only two the month before. She explained that Scanlon's bid was contingent upon their receiving all of the properties and that with the bundled discount that was cheaper than breaking up the bundle and awarding each house to the lowest bidder. Dan Barnaba asked if the Land Bank was planning to use AG grant funds as the match for the City funds currently being spent down and Ms. Wright stated that was the plan. He asked if the full $500,000 from the City wasn't spent would they only have to match what was spent and Ms. Wright responded that this was correct, but that the full $500,000 would certainly be spent by June 30, 2019.

Mr. Barnaba noted that there was a financial penalty in the contract if the contractor does not complete the work by a specified time and asked whether the ED has discretion to waive the penalty. He advised that it might not behoove the land bank to impose this penalty if it would result in the contractor walking off the job. Ms. Wright noted that the contractor has until 11/15 to complete these jobs and that this should be plenty of time for them to complete the work, but that she would keep these issues raised by Mr. Barnaba in mind when deciding whether or not to impose fines in the event that the work is not completed by 11/15.

Jim Corbett moved to award the contract for the demolition of multiple properties to the lowest qualified bidder, Scanlon Trucking & Excavating, LLC for an amount not to exceed $197,437.55 and to authorize the executive director to approve up to 10% in change orders if necessary. Julie Cerio seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE LAND BANK TO CONTRACT WITH SCANLON TRUCKING & EXCAVATING, LLC FOR AN AMOUNT NOT TO EXCEED $197,437.55 FOR THE DEMOLITION OF MULTIPLE PROPERTIES AND TO AUTHORIZE THE EXECUTIVE DIRECTOR TO APPROVE UP TO 10% IN CHANGE ORDERS IF NECESSARY.**

D. Appeal from former owner to regain title to 100 Bungalow Terrace

Ms. Wright indicated that she'd shared with the board correspondence between herself and John Sidd and Andrew Velonis, the attorney for Susan Linton, who has occupied the house for 37 years. She explained that she did not include this correspondence in the agenda packet because it discusses the occupant's medical history and publishing it would be an invasion of her privacy.

Vito Sciscioli asked if she had ever been the owner of the property, and if not why couldn't they sell it to her because it wouldn't be selling the property back to the former owner. Ms. Wright noted that she wasn't sure if she had ever taken title, but that her deceased husband was still listed as the owner per Assessment at the time of foreclosure, and that

the Land Bank's disposition policy prohibits them from selling it back to the former owner or any of their immediate family members. Mr. Barnaba asked if over $50,000 was owed at the time of foreclosure and the Land Bank is unlikely to sell the house to someone else for that much, why not sell it to the current occupant for some amount less than $50,000? Ms. Wright and Vito Sciscioli noted that they had never sold a house back to the former owner for less than what was owed at the time of foreclosure, because this would effectively amount to tax forgiveness.

Julie Cerio suggested the occupant's attorney should be given additional time to provide documentation supporting the assertions he makes in his appeal. Mr. Sidd stated that they could request documentation of her income, her medical records, and a mortgage commitment letter. Julie Cerio suggested that they should give them a deadline of one week prior to the next board meeting. The rest of the board members agreed to table the item until then. Ms. Wright stated that she would communicate this to the former owner's attorney.

VII. Discussion

A. AG funding Round 4 application due 9/7/18

Ms. Wright explained that applicants are encouraged to apply for no more than $2million, but that only the most experienced land banks with the most capacity should apply for more than that amount. She indicated that based on conversations with the City's Department of Neighborhood & Business Development and Home HeadQuarters they intend to apply for $2.5 million with $1.4 to be for demolitions and $1.1 million for renovations/new construction in partnership with HHQ. If they are funded at a lower level, they would be more apt to cut from the renovation/new construction side, which is what they had to do in the previous grant round in which they were awarded $2 million and the land bank allocated $1.4 to demolitions and $600,000 to renovations/new construction.

VIII. Adjournment

Julie Cerio moved to adjourn the meeting. Jim Corbett seconded the motion. **ALL BOARD MEMBERS PRESENT VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:50 AM.**