GREATER SYRACUSE LAND BANK

Minutes
Greater Syracuse Property Development Corporation
Regular Meeting of the Board of Directors
6:00 PM Wednesday, January 16, 2019
431 E. Fayette Street, 2nd Floor Ballroom
Syracuse, NY 13202

Board Members Present: Vito Sciscioli, Michael LaFlair, Julie Cerio, Jim Corbett, El Java Abdul Qadir
Others Present: Katelyn Wright, Luke Avery-Dougherty, Terri Luckett, April Panek, Dave Rowe, Chamar Otis, Bob Dougherty, Honorable David Knapp, Honorable Khalid Bey, Ben Lockwood, Brian Murphy, Andrea Wandersee, Stephanie Pasquale, Moe Scoggins, Patrona Jones-Rowser, Juhanna Rogers, Ray Ortiz, Jr., Ginny Curtis, Ed Mitchell, Jeanne Mitchell, Honorable Linda Erwin, Honorable Ken Bush, Dan Barnaba, Honorable Peggy Chase, Pat Hogan, Honorable John McBride, Lydia Montgomery, Mike Fallon, Brian Rushing, Mike Harper, Jr., Craig Swiecki, Tim Redmond, Jim Grooms, Walt Dixie, Honorable Latoya Allen, Honorable Deb Cody, Brian Farrante, Carol Schaffer, Honora Spillane, Hilary Donohue, Vincent Sciprone, Jonathan Link Logan, Nadesia Hernandez

I. Call to Order
Vito Sciscioli called the meeting to order at 6:07 PM.

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

III. Proof of Notice
Mr. Sciscioli noted that public notice had been properly posted.

IV. Minutes
Jim Corbett moved to approve the minutes from December 18, 2018. El Java Abdul Qadir seconded this motion. All board members present voted unanimously to approve the minutes from December 18, 2018.

V. Executive Summary & Financial Statements
Ms. Wright noted that financial statements through the end of November were included in the packet.

VI. New Business
A. Election of Officers and Committees
Ms. Wright noted that the current officers and committee appointments are included in the Executive Summary for their reference. She noted that Mr. LaFlair had expressed a willingness to serve as Treasurer and that he was replacing Mr. Barnaba on the board, our outgoing treasurer.

Mr. Sciscioli nominated himself to serve as Chairman, Jim Corbett to serve as Vice-Chair, Julie Cerio to serve as Treasurer, and Mike LaFlair to serve as Treasurer. He further nominated himself, Jim Corbett, and Julie Cerio to serve on the Governance Committee; Mike LaFlair and Julie Cerio to serve on the Audit Committee; Mike LaFlair, Jim Corbett, and El Java Abdul Qadir to serve on the Finance Committee; and Jim Corbett, El Java Abdul Qadir, and Julie Cerio to serve on the Personnel Committee.

El Java moved to pass a resolution confirming these nominations. Jim Corbett seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION CONFIRMING THIS SLATE OF OFFICERS AND COMMITTEE MEMBERSHIPS.**

B. Re-adopt Policies & Procedures

Mr. Sciscioli explained that the board must vote annually to readopt their policies and procedures. Ms. Wright noted that all were the same except for the addition of a Sexual Harassment Prevention Policy, which is newly required by NY State. Julie Cerio moved to adopt the Land Bank's mission statement, policies, and procedures. El Java Abdul Qadir seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION RE-ADOPTING THEIR MISSION STATEMENT, POLICIES AND PROCEDURES.**

C. Resolution authorizing signatories on bank accounts

Ms. Wright explained that their bank requires a resolution be passed by the board any time there is a change in signatories on the Land Bank's bank accounts. The signers are typically the Chairman of the board, the Treasurer, and the Executive Director.

El Java Abdul Qadir moved to pass a resolution naming these three individuals as signatories on the Land Bank's accounts. Julie Cerio seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION NAMING THE CURRENT CHAIRMAN, TREASURER, AND EXECUTIVE DIRECTOR AS SIGNATORIES ON THE LAND BANK'S BANK ACCOUNTS.**

D. Adopt 2019 Performance Goals

Ms. Wright reminded the board that the annual adoption of performance goals is required by the City/County Intermunicipal Agreement that established the Land Bank. Mr. Sciscioli asked what was significant on the horizon for 2019. Ms. Wright noted that the Land Bank had just been awarded another $2 million CRI grant, that these grants typically run on a two-year cycle, and that this was the first time they were being told that if they complete all of their deliverables early they can apply for additional year funding in year 2; so a significant 2019 performance goal is to complete all of their required deliverables under this CRI grant in 2019 – 56 demolitions and 8 renovations.

Jim Corbett moved to pass a resolution adopting the 2019 performance goals as drafted. El Java Abdul Qadir seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY VOTED TO PASS A RESOLUTION ADOPTING THE 2019 PERFORMANCE GOALS.**

E. Authorize the Sale of Multiple Properties

Ms. Wright noted that all of the offers received this month were pretty straightforward with the exception of 437 N. Salina Street, for which they received two strong offers that she felt were too closely matched for her to make a staff recommendation. Ms. Wright summarized the other offers that were received. Mr. Sciscioli suggested they vote on these and address 437 N. Salina in a separate resolution. Julie Cerio moved to authorize the sale of multiple properties, as amended not to include 437 N. Salina Street. Mike LaFlair seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION, AS AMENDED, AUTHORIZING THE LAND BANK TO SELL MULTIPLE PROPERTIES.**

F. Authorize the Sale of 437 N. Salina Street

Ms. Wright explained that the Land Bank had received two offers on 437 N Salina Street, only $1,500 apart, both from very well qualified developers. She noted that Dwell Equity does have a number of outstanding enforcement mortgages that still need to be closed out, but that two of the six have already been inspected.

Julie Cerio noted that between the two proposals she liked that Mr. Queri's included a residential component, explaining that increased residential units would likely be good for that business district as it currently doesn't have much residential upstairs. She noted that his construction budget seemed more realistic, that she preferred his faster timeline for completion, that it would be good to get some new commercial developers engaged with the Land Bank, and that the $100,000 budget presented by Dwell appeared too slim. Jim Corbett agreed that $100,000 was too light for the construction budget and expressed concern over Dwell's outstanding enforcement mortgages. Vito Sciscioli noted that he had some experience with Dan Queri's work on the Amos Building downtown and that that project was a resounding success. Mike LaFlair asked whether the grant funding included in Dan Queri's budget was committed funding. Ms. Wright noted that it could not be committed until he actually had the building under contract, but that she'd spoken with the grant administrator for National Grid and that they were enthusiastic about the project being eligible for their Main Street program.

Mike LaFlair moved to pass a resolution authorizing the Land Bank to sell 437 N Salina Street to Dan Queri. Julie Cerio seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE LAND BANK TO SELL 437 N SALINA STREET TO DAN QUERI.**

G. Proactively approve the sale of 53 Curtis

Ms. Wright explained that this house was being fully renovated and sold move-in ready so it was more likely to attract a traditional buyer using a buyers' agent who would likely be searching the MLS for listings. She noted that just like they did with 4 Travers, they paid Reppi Real Estate $500 to list it in the MLS and that the Land Bank had listed it for $124,900 and requires the buyer to owner-occupy for five years. They expect a buyer will want a quick answer regarding whether their offer has been accepted, and won't want to wait for the monthly board meeting like buyers do for the Land Bank's fixer-upper listings. She asked the board for authorization to accept any offer within 10% of list price, noting that they would come to the board to ratify that at the following month's board meeting. Julie Cerio moved to authorize the ED to accept any offer within 10% of list price for 53 Curtis. El Java Abdul Qadir seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE ED TO ACCEPT ANY OFFER WITHIN 10% OF LIST PRICE FOR 53 CURTIS.**

H. Renew Catholic Charities Relocation Assistance contract for 2019

Ms. Wright indicated that they were continuing to receive occupied properties from the City of Syracuse, necessitating Catholic Charities' relocation assistance. She explained that the Land Bank's 2019 budget included $40,000 for relocation assistance and that she is proposing they contract for the same amount they did in 2018, $39,021 requiring CCOC relocate at least 24 households. She noted that they met that objective in 2018 and went on to explain that this is a sole source procurement since Catholic Charities is uniquely qualified to provide this service. El Java Abdul Qadir moved to authorize the Land Bank to contract with Catholic Charities of Onondaga County for an amount not to exceed $39,021 for relocation assistance services in 2019. Julie Cerio seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE LAND BANK TO CONTRACT WITH CATHOLIC CHARITIES OF ONONDAGA COUNTY FOR AN AMOUNT NOT TO EXCEED $39,021 FOR RELOCATION ASSISTANCE SERVICES IN 2019.**

I. Award contracts to demolish 901 Park and 605 Gifford

Ms. Wright indicated that they had enough 2018-19 City demo-restricted funding left to cover these two properties and that they wanted to get to them sooner rather than later because 1) there was no other way to control constant vandalism at 901 Park St and 2) HHQ is planning to rehab the homes on either side of 605 Gifford this year and they wanted to get it out of the way before the construction season starts. They received two bids and wanted the board's permission to contract with the lowest qualified contractor, Crisafulli Trucking, to demolish these structures. Jim Corbett moved to authorize the Land Bank to contract with Crisafulli Trucking for the demolition of 901 Park St and 605 Gifford Street for an amount not to exceed $37,185. Julie Cerio seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE LAND BANK TO CONTRACT WITH CRISAFULLI TRUCKING FOR THE DEMOLITION OF 901 PARK ST AND 605 GIFFORD STREET FOR AN AMOUNT NOT TO EXCEED $37,185.**

VII. Adjournment

Julie Cerio moved to adjourn the meeting. El Java Abdul Qadir seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY VOTED TO ADJOURN THE MEETING AT 6:26 PM.**