



To: Board of Directors; Greater Syracuse Property Development Corporation
John Sidd
From: Katelyn Wright
Date: March 27, 2020
Re: Board of Directors Meeting – March 30, 2020

The Greater Syracuse Property Development Corporation will hold a regular meeting of the Board of Directors on **Monday, March 30, 2020 at 10:15 A.M.** via conference call.

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/636572189>

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- I. **Call to order**
- II. **Roll Call**
- III. **Proof of Notice**
- IV. **Minutes**
February 18, 2020

V. Executive Summary & Financial Statements

VI. New Business

- A. Authorize the Sale of Multiple Properties
- B. Blueprint 15 requests we hold properties in their project area
- C. Jubilee Homes requests MOU re: property development
- D. Procure Renovations of 5 two-family homes
- E. Approve 2019 Audit
- F. Approve 2019 Annual Report to the ABO
- G. Contract for debris removal services
- H. Contract for multiple demolitions
- I. Accept donation of 211 Elliott St and 307-09 Holland St
- J. Accept properties from the City of Syracuse for RNI construction
- K. Engage Hancock Estabrook for legal services starting April 1

VII. Discussion

- A. COVID-19 impact on operations
- B. 2020 County funding
- C. 2020-21 City funding request

VIII. Adjournment



PLEASE POST

PLEASE POST

PLEASE POST

PUBLIC MEETING NOTICE

GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION

HAS SCHEDULED A REGULAR MEETING OF THE BOARD OF DIRECTORS

FOR

10:15 AM Monday, March 30, 2020

At

The CNY Philanthropy Center
431 E. Fayette Street
Syracuse, NY 13202

For more information, please contact Katelyn Wright at 315-422-2301 or
kwright@syracuselandsbank.org

**GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION
CERTIFICATE REGARDING NO CONFLICT OF INTEREST**

MEETING DATE: March 30, 2020

The Greater Syracuse Property Development Corporation (the “GSPDC”) has this day considered numerous business items (each a “Transaction”) including, but not limited to, the sale of real or personal property to, undertaking projects with or on behalf of, and entering contracts with, certain individuals and business entities (each a “Stakeholder”).

I, the undersigned director, officer or employee of GSPDC, **DO HEREBY CERTIFY**, as follows:

1. I do not have any interest with regard to any Transaction which would cause the Transaction to be deemed a “related party transaction” (as defined in Section 102[a][24] of the New York Not-For-Profit Corporation Law), and no Relative (as defined in Section 102[a][22] of the New York Not-For-Profit Corporation Law) of mine or entity in which I have an ownership or beneficial interest has any such interest.
A “related party” as defined under Section 102(a)(23) of the New York Not-For-Profit Corporation Law means: (a) any director, officer or key employee of the GSPDC or any affiliate of the GSPDC; (b) any relative of any director, officer or key employee of the GSPDC or any affiliate of the GSPDC; or (c) any entity in which any individual described in clauses (a) and (b) above has a thirty-five percent or greater ownership or beneficial interest or, in the case of a partnership or professional corporation, a direct or indirect ownership interest in excess of five percent.
A “related party transaction” as defined under Section 102(a)(24) of the New York Not-For-Profit Corporation Law means any transaction, agreement or any other arrangement in which a related party has a financial interest and in which the GSPDC or any affiliate of the GSPDC is a participant.
2. I do not have any interest in, or relationship with, any Stakeholder which would violate the GSPDC’s Code of Ethics, Section 1614 of the New York Not-for-Profit Corporation Law, Sections 73 or 74 of the New York Public Officers Law, or Section 4.15 of the Intermunicipal Agreement between Onondaga County and the City of Syracuse dated March 27, 2012 or which would create a potential conflict of interest as defined pursuant to Article VIII of the Bylaws of the GSPDC.
3. The nature and extent of any interest I may have in any Stakeholder or Transaction is described in Exhibit A annexed hereto, such disclosure to be made a part of and set forth in the official minutes of the GSPDC.

BOARD OF DIRECTORS:

Vito Sciscioli, Chair

Michael LaFlair

El-Java Williams Abdul-Qadir

Patrick Hogan

Julie Cerio

STAFF:

Katelyn E. Wright

Luke Avery-Dougherty

David Rowe

Joel Kaigler

Terri Luckett

Shavel Edwards

Daniel Stazzone

Kevin Cook



Minutes

Greater Syracuse Property Development Corporation
Regular Meeting of the Board of Directors
8:00 AM Tuesday, February 18, 2020
431 E. Fayette Street, 3rd Floor Conference Room
Syracuse, NY 13202

Board Members Present: Patrick Hogan, Julie Cerio, Michael LaFlair (via video conference)

Board Members Excused: El Java Abdul Qadir, Vito Sciscioli

Others Present: Katelyn Wright, John Sidd, Luke Avery-Dougherty, Terri Lockett, Shavel Edwards, David Rowe, Daniel Stazzone, Kevin Cook, Joel Kaigler, Sarah Stephens, Todd Reid, Ed Mitchell, Jeanne Mitchell, Michelle Sczpanski, Rich Puchalski

I. Call to Order

Mr. Hogan called the meeting to order at 8:02 AM.

II. Roll Call

Mr. Hogan noted that Mr. Sciscioli was excused and Mr. Abdul Qadir was absent.

III. Proof of Notice

Mr. Sciscioli confirmed that public notice for the meeting had been properly posted.

IV. Minutes

Julie Cerio moved to approve the minutes from December 17, 2019 and January 22, 2020. Mike LaFlair seconded this motion. **ALL BOARD MEMBERS IN ATTENDANCE VOTED UNANIMOUSLY TO APPROVE THE MINUTES FROM DECEMBER 17, 2019 AND JANUARY 22, 2020.**

V. Executive Summary & Financial Statements

Ms. Wright indicated that financial statements through the end of 2019 were attached and asked if there were any questions, but noted that they were about to begin their audit and were still making adjustments to the year-end statements, which do not yet reflect the early write-down of costs booked to inventory.

VI. New Business

A. Authorize the Sale of Multiple Properties

Ms. Wright described the various offers received and noted that they had a significantly higher number of offers this month. Mr. Hogan commented that there was a big volume of sales and that they should be proud of the impact these projects would have on neighborhood revitalization. Mike LaFlair 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 the Sale of 825 W. Onondaga St.

Ms. Wright summarized the information contained in the attached resolution, explaining that this property hadn't been listed for sale since it was considered a borderline demolition candidate, but that the owner of the only two other homes on the block is interested in purchasing and renovating to operate as a rental. Julie Cerio moved to authorize the Land Bank to sell 825 W. Onondaga Street to Smith Housing, LLC. Mike LaFlair seconded this motion.

ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE LAND BANK TO SELL 825 W. ONONDAGA STREET TO SMITH HOUSING, LLC FOR \$1,000.

C. Authorize the sale of 2520 and 2504 S. Salina St.

Ms. Wright explained that they'd issued multiple RFPs for this property and most recently posted an RFP with a rolling deadline. They received a proposal from ACCESS Global Enterprises, LLC. They have assembled a strong project team, have a relatively small gap in their development budget, and they plan to open a dental laboratory and hire from the surrounding neighborhood. Todd Reid, one of the applicants, was present and described their proposed project and answered questions from the board members. Ms. Wright noted that a use variance will be necessary in order for their plan to proceed and Ms. Wright recommends the board give them an option to purchase contingent upon them securing their project financing, obtaining the use variance and permits to proceed. Julie Cerio moved to authorize the Land Bank to sell 2520 and 2504 S Salina Street to ACCESS Global Enterprises, LLC contingent upon them securing their project financing and obtaining the necessary zoning variances and permits to proceed. Mike LaFlair seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED A RESOLUTION AUTHORIZING THE LAND BANK TO SELL 2520 AND 2504 S SALINA STREET TO ACCESS GLOBAL ENTERPRISES, LLC.**

D. Authorize the sale of 123 and 125-27 Alexander Ave.

Ms. Wright explained that this was previously discussed with the board, but that she couldn't find evidence that they'd actually passed a resolution. She reminded them that the Land Bank had demolished 123 Alexander and acquire 125-27 from the City of Syracuse and that PEACE, Inc. wished to purchase the lots to provide additional greenspace and some off-street parking for their adjacent facility. She proposed selling both for \$1,999. Mike LaFlair moved to authorize the Land Bank to sell these two properties to PEACE, Inc. for \$1,999. Julie Cerio seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE LAND BANK TO SELL 123 AND 125-27 ALEXANDER AVE TO PEACE, INC.**

E. Contract for Multiple Demolitions

Ms. Wright informed the board that two companies had bid on the five demolitions put out to bid recently:

	Crisafulli	Bronze	difference
174-76 W Lafayette	\$ 36,475.00	\$ 39,750.00	\$ 3,275.00
2032 South Ave	\$ 19,800.00	\$ 30,000.00	\$ 10,200.00
1106 Ballantyne	\$ 13,950.00	\$ 19,850.00	\$ 5,900.00
558 Valley	\$ 18,385.00	\$ 19,250.00	\$ 865.00
210 S Alvord	\$ 24,150.00	\$ 34,500.00	\$ 10,350.00
total	\$ 112,760.00	\$ 143,350.00	

She explained that these five would be funded by their City 2019-20 contract, which must be spent down by 6/30 and she recommended that 558 Valley and 174-76 W Lafayette be awarded to Bronze even though they weren't the lowest bidder, since the Land Bank is interested in diversifying the field of contractors bidding on these jobs. After some discussion, the board agreed. Mike LaFlair moved to award 2032 South Ave, 1106 Ballantyne, and 210 S Alvord to Crisafulli and 558 Valley Dr. and 174-76 W. Lafayette to Bronze. Julie Cerio seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE LAND BANK TO CONTRACT WITH CRISAFULLI FOR THE DEMOLITION OF 2032 SOUTH AVE, 1106 BALLANTYNE, AND 210 S ALVORD AND WITH BRONZE FOR 558 VALLEY DR. AND 174-76 W. LAFAYETTE.**

F. Contract for nomination of 510 Bear Street to the National Register of Historic Places

Ms. Wright explained that this property has been on the market for a long time and that they finally have a congregation interested in buying this property to use as a church. She noted that getting it listed on the National Register will make it possible for them to apply for certain grants to help with the cost of renovation. She explained that she'd solicited proposals from preservation consultants and recommends that they contract with the lowest qualified bidder, Harvey Research and Consulting. Julie Cerio moved to authorize the Land Bank to contract with Harvey Research and Consulting for an amount not to exceed \$2,450 for the nomination of 510 Bear Street to the

National Register of Historic Places. Mike LaFlair seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY AUTHORIZED THE LAND BANK TO CONTRACT WITH HARVEY RESEARCH AND CONSULTING FOR AN AMOUNT NOT TO EXCEED \$2,450.**

G. Contract with Crossroads Auction Service to dispose of the contents of 2400 Burnet Ave

Ms. Wright turned the board's attention to the executive summary, in which she'd described their attempts to get the former owner of 2400 Burnet Ave to remove his personal property from the building. Mr. Sidd explained that the staff had followed a process he recommended for these situations, giving the former owner ample notice and time to remove their personal property, after which it was considered abandoned. He also stated that he'd like to review and amend the agreement proposed by this auction company and that this was considered a sole source procurement as this auction company was considered uniquely qualified. Mike LaFlair moved to authorize the Land Bank to contract with Crossroads Auction Service with an agreement as amended by legal counsel. Julie Cerio seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY VOTED TO AUTHORIZE THE LAND BANK TO CONTRACT WITH CROSSROADS AUCTION SERVICE SUBJECT TO APPROVAL OF THE CONTRACT BY COUNSEL.**

H. Accept Donation of 200 Glenwood Ave.

Ms. Wright explained that this house is tax-delinquent, but not enough to be considered seizable, and that it is a demolition candidate located next to a home currently being renovated by Home Headquarters. The owners are willing to donate the house to the Land Bank. Ms. Wright suggests that they accept the donation, demolish the house, and sell to HHQ at cost (which would include the Land Bank recouping the cost of the back taxes, but not the cost of demo). Julie Cerio moved to authorize the Land Bank to accept the donation of 200 Glenwood Ave, subject to approval of counsel after reviewing an abstract of title. Mike LaFlair seconded this motion. **ALL OF THE BOARD MEMBERS PRESENT VOTED UNANIMOUSLY TO AUTHORIZE THE LAND BANK TO ACCEPT THE DONATION OF 200 GLENWOOD AVE, SUBJECT TO APPROVAL OF COUNSEL AFTER REVIEWING AN ABSTRACT OF TITLE.**

VII. Discussion

A. Changes to Home Ownership Choice Program

Ms. Wright provided the board members with a handout outlining changes to the Home Ownership Choice Program, noting that the Disposition Policy states that there will be such a program, but leaves many of the details up to staff to implement, so no vote as needed at this time. She provided a handout that contained the following:

For many years, we have placed some of our listings in our Home Ownership Choice program, meaning that they must be owner-occupied and cannot be held and operated as rentals. The buyer can renovate and then live in the property themselves or renovate and re-sell to an owner-occupant.

We recently made some changes to the Home Ownership Choice Program:

- If a buyer purchases a home not listed in the Home Ownership Choice program, but plans to owner-occupy and is willing to occupy the property as their primary residence for 5 years (subject to a Residency Enforcement Mortgage), they can get 20% off the list price.
- Residency Enforcement Mortgages (liens) will be either \$10,000 or the amount of the discount requiring owner-occupancy, whichever is greater.
- Owner-occupant buyers may extend their Development Enforcement Mortgage to 18 months if they complete all exterior work within the first 6 months.

As always, first-time homebuyers must complete a HUD approved homebuyer education course before closing. Anyone purchasing a home that they plan to owner-occupy must view the home themselves prior to submitting an offer. While we cannot manage your renovation project for you, Land Bank staff are available to answer any

questions that arise during the course of your renovation, to advise you about the scope of work to be completed, and to help navigate any permit-related issues.

B. Annual Report to County Legislature – March 11 meeting of the Planning & Economic Development Committee, 9:00 AM

C. Annual Report to the Common Council – March 17 at noon

Ms. Wright reminded the board that they were scheduled to present their annual reports (as required by the Land Bank Act) to the City and County at the times listed above.

D. Reschedule March meeting

Ms. Wright reminded the board that they typically push the March board meeting back as late as possible so that the audit will be complete for them to review and approve and then staff can submit it to the ABO by the 3/31 deadline. After some discussion, they agreed she should check everyone's availability via email in order to reschedule the March meeting.

E. CRI Round 4.2 Application

Ms. Wright explained that the application deadline had been extended to that afternoon and that the City had requested that they not apply exclusively for demolition funds and so they were recommending the Land Bank apply for \$375,000 in rehab funding and \$625,000 in demolition funding.

F. Pace of City Foreclosures

Ms. Wright indicated that they had only received four foreclosure from the City so far in 2020 and that the pace of foreclosures in 2019 was down considerably compared to 2018. She explained that in 2018 the Syracuse Local Development Corporation had provided funding for the Law Department to "borrow" a paralegal from Barclay Damon part-time to help increase their capacity to process foreclosures and that after this arrangement ended the volume of foreclosure declined. She indicated that she planned to meet with Kristen Smith and discuss whether the Land Bank ought to fund this extra capacity in 2020 since the Land Bank has increased their sales staff and needs a much larger volume of properties if it is to sell as many properties in 2020 as they did in 2019 and keep up sales revenues. The board expressed a willingness to explore the idea further and asked her to report back after talking with the City.

G. 2020 County funding

Ms. Wright indicated that the County had budgeted \$250,000 for the Land Bank in their 2020 budget, but left it in contingency. She explained that she'd sent a letter to Onondaga County Legislature Chairman Dave Knapp at the beginning of the month asking for the Legislature to vote to remove these funds from contingency so that they could be released in time for the Land Bank to use them for demolitions this 2020 construction season.

VIII. Adjournment

Julie Cerio moved to adjourn the meeting. Mike LaFlair seconded this motion. **ALL BOARD MEMBERS IN ATTENDANCE VOTED TO ADJOURN THE MEETING AT 8:43 AM.**



Executive Summary
February 18, 2020 Board of Directors Agenda

I. Executive Summary & Financial Statements

Financial statements through the end of January were emailed directly to the board and can be found on p. 13 of this packet. Final 2019 financial statements

II. New Business

A. Authorize the Sale of Multiple Properties

See p. 21 of this packet for information on the offers received this month.

B. Blueprint 15 requests we hold properties in their project area

See attached request from Blueprint 15 on p. 26 of this packet.

C. Jubilee Homes requests MOU re: property development

Jubilee has requested that we enter into an MOU with them that would give them site control in order to study and plan for the construction of 20-30 new homes. They've asked for a list of 70 properties. Our attorney hasn't yet reviewed this draft MOU and I'm reluctant to tie up that many properties. I also think that some on this list may overlap with the City's planned RNI project, so we need to review for that.

D. Procure Renovations of 5 two-family homes

In the fall, we were exploring the idea of completely renovating five two-family homes which the Land Bank would operate as rentals and then sell as turn-key properties. We planned to finance these renovations with some permanent mortgages on the properties, financial support from CNY CF for the windows and siding (given their focus on lead hazards), and HOME funds filling in the remaining gap. The City was ultimately unable to commit those HOME funds and so we've pivoted our strategy to just do the windows, siding, and roofs (with stabilization funding from Onondaga County), selling them as shells that the buyers would then have to finish. The buyers would have to pass a lead clearance inspection in order for us to release our enforcement mortgage.

We were only able to get two contractors to bid on the windows, siding, and roof replacements and **we are seeking the board's authorization to contract with the lowest qualified bidder, Onondaga Builders, for this work.**

	Keller	Onondaga Builders
186-88 Clyde	\$ 48,600.00	\$ 41,390.00
608 Catherine	\$ 45,600.00	\$ 52,450.00
117-19 E Bissell St	\$ 46,500.00	\$ 46,800.00
2023 South Ave	\$ 34,200.00	\$ 27,550.00
101 -03 Belle Ave	\$ 47,200.00	\$ 47,350.00
	\$ 222,100.00	\$ 215,540.00

Breakdown of Onondaga Builders' bid:

	Siding	Windows/Doors	Roof
186-88 Clyde	\$ 17,840.00	\$ 9,800.00	\$ 13,750.00
608 Catherine	\$ 21,000.00	\$ 12,950.00	\$ 18,500.00
117-19 E Bissell St	\$ 16,700.00	\$ 11,900.00	\$ 18,200.00
2023 South Ave	\$ -	\$ 12,600.00	\$ 14,950.00
101 -03 Belle Ave	\$ 19,000.00	\$ 10,150.00	\$ 18,200.00

In addition, 117-19 Bissell is currently clad in asbestos shingle siding, which must be removed by a licensed abatement contractor before they can re-side the building. **Our procurement policy allows for sole-source procurement of services requiring state licensure and we are recommending that in this case, at a cost of \$9,800 including air monitoring and are seeking the board's approval to hire RJ Contracting Company to remove and dispose of the asbestos siding.**

The sources of funds we are proposing to use are summarized below. The roof replacement at 168-70 Forest Ave is unrelated to this proposal, but is shown in order to show the remaining balance in this restricted grant.

\$ 125,000.00	County Stabilization Funds	\$ 150,000.00	CNYCF Lead Grant
\$ (13,750.00)	168-70 Forest Ave roof replacement	\$ (131,940.00)	siding and windows
\$ (825.00)	insurance re: 168-70 Forest Ave	\$ (7,916.40)	insurance
\$ (83,600.00)	5 roofs above	\$ (10,143.60)	Admin fees on above (6.76%)
\$ (5,016.00)	insurance re: above		
\$ (9,735.00)	admin fees for above		
\$ (9,800.00)	117-19 E Bissell asbestos abatement		
\$ (1,568.00)	Bissell insurance and admin fee		
\$ 706.00	remaining balance	\$ -	remaining balance

E. Approve 2019 Audit

Emailed to the board separately.

F. Approve 2019 Annual Report to the ABO

Emailed as a separate document due to file size. Please note that in voting to accept this annual report, you are attesting to the performance measures, questions, and answers contained on page 35 and 36 of the annual report.

G. Contract for debris removal services

The Land Bank last put this out to bid in late 2017 and entered into a two-year contract with Mitchell's Construction Solutions at that time. We're a bit behind schedule getting it out to bid again. We recently issued a RFP for services to include:

- Primarily – interior and exterior removal and disposal of trash/debris
- Board-ups if needed
- Overgrowth removal if needed
- Graffiti cleanup if needed

	Trash/Debris	Yard Waste	State M/WBE?
Mitchell's Construction Solutions	\$20/yard up to 20; \$18/yard loads over 20	\$75 and up per call	Yes
Recycall	\$25/yard	\$110/hour	No
Twin Oaks Nursery	unclear -doesn't include disposal fees	\$35/hour	No
United Field Services	\$35/yard up to 20; \$38/yard loads over 20	\$40-63/lot*	No

*(seems to read as if they thought this was lawn mowing)

Based on the responses we received, we recommend offering another two-year contract to Mitchell's Construction Solutions and contracting with Twin Oaks Nursery to have them on-call for overgrowth removal, as needed.

H. Contract for multiple demolitions

We recently put 13 demolitions out to bid. Crisafulli and Bronze were the only two demo companies to respond. Bronze bid a lower price on 1 of the 13, but they estimate they need 3 days of air monitoring versus 2 days with Crisafulli, which makes the total cost with Crisafulli lower.

The recommendation on the next page will use up all the remaining '19-20 City demo funds that need to be spent by 6/30/20 and approx. \$219,000 in CRI Round 4.2 funds recently awarded to us for demolitions. That will leave approx. \$66,000 in CRI 4.2 funds for demos, \$250,000 in the County's 2020 budget (which has yet to be released), and whatever we receive in the City's 2020-2021 budget for demolitions in the coming year.

	Bronze	w/ air monitoring	Crisafulli	w/ air monitoring	compare cost w/o air monitoring	compare cost w/ air monitoring
634 Cannon	\$ 20,900.00	\$ 22,700.00	\$ 18,200.00	\$ 19,400.00	\$ 2,700.00	\$ 3,300.00
245 Valley	\$ 19,900.00	\$ 21,700.00	\$ 17,125.00	\$ 18,325.00	\$ 2,775.00	\$ 3,375.00
3500 S Salina	\$ 24,900.00	\$ 26,700.00	\$ 18,225.00	\$ 19,425.00	\$ 6,675.00	\$ 7,275.00
437-49 MLK West	\$ 24,650.00	\$ 26,450.00	\$ 21,560.00	\$ 22,760.00	\$ 3,090.00	\$ 3,690.00
408 Merriman	\$ 25,800.00	\$ 27,600.00	\$ 21,275.00	\$ 22,475.00	\$ 4,525.00	\$ 5,125.00
1318-20 South Ave	\$ 26,900.00	\$ 28,700.00	\$ 25,200.00	\$ 27,000.00	\$ 1,700.00	\$ 1,700.00
434 W Ostrander	\$ 20,900.00	\$ 22,700.00	\$ 19,250.00	\$ 20,450.00	\$ 1,650.00	\$ 2,250.00
111 Loehr	\$ 20,500.00	\$ 22,300.00	\$ 21,000.00	\$ 22,200.00	\$ (500.00)	\$ 100.00
127 E Lafayette	\$ 29,400.00	\$ 31,800.00	\$ 21,375.00	\$ 22,575.00	\$ 8,025.00	\$ 9,225.00
229 Putnam	\$ 36,900.00	\$ 39,300.00	\$ 32,150.00	\$ 33,950.00	\$ 4,750.00	\$ 5,350.00
276 Croly	\$ 20,900.00	\$ 22,700.00	\$ 17,000.00	\$ 18,200.00	\$ 3,900.00	\$ 4,500.00
108 Randall	\$ 22,500.00	\$ 24,300.00	\$ 20,425.00	\$ 21,625.00	\$ 2,075.00	\$ 2,675.00
648 E Division	\$ 27,650.00	\$ 29,450.00	\$ 25,430.00	\$ 27,230.00	\$ 2,220.00	\$ 2,220.00
	\$321,800	\$346,400	\$278,215	\$295,615	\$43,585	\$50,785

In addition, Crisafulli will discount each job by \$100 if we award all jobs to them and Bronze will discount the total cost by 2% if we award all jobs to them.

I recommend we award all 13 jobs to Crisafulli Trucking:

	demo	air monitoring	water kill	condemnation	insurance	subtotal	Source
634 Cannon	\$ 18,100.00	\$ 1,200.00	\$ 1,000.00	\$ 300.00	\$ 1,086.00	\$ 21,686.00	City 19-20
245 Valley	\$ 17,025.00	\$ 1,200.00	\$ 1,000.00	\$ 300.00	\$ 1,021.50	\$ 20,546.50	City 19-20
3500 S Salina	\$ 18,125.00	\$ 1,200.00	\$ 1,000.00	\$ 300.00	\$ 1,087.50	\$ 21,712.50	City 19-20
437-49 MLK West	\$ 21,460.00	\$ 1,200.00	\$ 1,000.00	\$ 300.00	\$ 1,287.60	\$ 25,247.60	City 19-20
408 Merriman	\$ 21,175.00	\$ 1,200.00	\$ 1,000.00	\$ 300.00	\$ 1,270.50	\$ 24,945.50	City/CRI
1318-20 South Ave	\$ 25,100.00	\$ 1,800.00	\$ 1,000.00	\$ 300.00	\$ 1,506.00	\$ 29,706.00	CRI 4.2
434 W Ostrander	\$ 19,150.00	\$ 1,200.00	\$ 1,000.00	\$ 300.00	\$ 1,149.00	\$ 22,799.00	CRI 4.2
111 Loehr	\$ 20,900.00	\$ 1,200.00	\$ 1,000.00	\$ 300.00	\$ 1,254.00	\$ 24,654.00	CRI 4.2
127 E Lafayette	\$ 21,275.00	\$ 1,200.00	\$ 1,000.00	\$ 300.00	\$ 1,276.50	\$ 25,051.50	CRI 4.2
229 Putnam	\$ 32,050.00	\$ 1,800.00	\$ 1,000.00	\$ 300.00	\$ 1,923.00	\$ 37,073.00	CRI 4.2
276 Croly	\$ 16,900.00	\$ 1,200.00	\$ 1,000.00	\$ 300.00	\$ 1,014.00	\$ 20,414.00	CRI 4.2
108 Randall	\$ 20,325.00	\$ 1,200.00	\$ 1,000.00	\$ 300.00	\$ 1,219.50	\$ 24,044.50	CRI 4.2
648 E Division	\$ 25,330.00	\$ 1,800.00	\$ 1,000.00	\$ 300.00	\$ 1,519.80	\$ 29,949.80	CRI 4.2
						\$ 327,829.90	

I. Accept donation of 211 Elliott St and 307-09 Holland St

Habitat for Humanity wishes to donate these two lots to the Land Bank. Both happen to be located between two Land Bank-owned properties so acquisition will enable us to assemble larger parcels. We are seeking the board's authorization to accept these donated properties contingent up on general counsel's title review.

J. Accept properties from the City of Syracuse

We are working with the City's Department of Neighborhood & Business Development to select sites for their Resurgent Neighborhoods Initiative plan – which will entail the construction of 50 new single-family homes and 75 two-family homes in 2-3 phases. Most of the lots listed on p. 36 of this packet are City-owned and we wish to merge them with adjacent Land Bank properties to create building sites for Phase I and II. Although 120 Baker is buildable on its own and is a desired site for a Phase I single-family construction. 321 Craddock is not related to RNI and is currently seizable, not City-owned. Councilor Rudd has requested that we acquire this lot in order to facilitate the development of a pocket park, which may include a basketball court.

We are seeking the board's authorization to acquire these from the City of Syracuse for \$151 each.

K. Engage Hancock Estabrook for legal services starting April 1

John Sidd and Ginny Curtis are leaving Barclay Damon for Hancock Estabrook starting April 1 and I am seeking the board's authorization to sign an engagement letter with Hancock, engaging their services per the same terms as our current engagement with Barclay Damon (\$225/hour for attorneys, \$125/hour for paralegal work). All open files would be moved to Hancock, with the exception of one lawsuit being handled by Barclay Damon's litigation team; we'd like to leave that with them for continuity's sake and because our D&O insurance carrier is covering the cost of our defense and has agreed to pay Barclay Damon.

III. Discussion

- A. COVID-19 "shelter in place" order from Governor – impact on Land Bank operations
- B. 2020 County funding
- C. 2020-21 City funding request

Greater Syracuse Property Development Corporation
Balance Sheet
As of January 31, 2020

	Jan 31, 20	Jan 31, 19
ASSETS		
Current Assets		
Checking/Savings		
10000 · Checking	3,245,654.30	3,627,328.14
12000 · Bill.com Money Out Clearing	0.00	2,710.00
Total Checking/Savings	3,245,654.30	3,630,038.14
Accounts Receivable		
11001 · Accounts Receivable	0.00	255.00
Total Accounts Receivable	0.00	255.00
Other Current Assets		
12001 · Undeposited Funds	23,854.00	0.00
12100 · Contract Receivable		
12111 · EPA_Brownfield_Petroleum	148,260.44	0.00
12110 · EPA_Brownfield_Hazardous	448,260.44	0.00
12105 · City of Syracuse	0.00	375,000.00
12106 · '19-'20 CRI Receivable	225,000.00	2,000,000.00
12107 · '19 CDBG Receivable	37,505.00	9,400.00
12108 · City of Syracuse '19-'20	750,000.00	0.00
12109 · HOME	55,258.00	0.00
Total 12100 · Contract Receivable	1,664,283.88	2,384,400.00
12200 · Reimbursement Receivable	51,903.50	31,393.70
12300 · Forbearance Receivable	0.00	900.00
12500 · Prepaid Insurance	62,496.82	101,763.87
12900 · Prepaid Expense	14,229.70	14,215.18
Total Other Current Assets	1,816,767.90	2,532,672.75
Total Current Assets	5,062,422.20	6,162,965.89
Fixed Assets		
14000 · Computer	13,399.86	13,399.86
15000 · Furniture and Equipment	6,381.08	6,381.08
16000 · Software and Website	13,050.00	13,050.00
17000 · Accumulated Depreciation	-28,156.84	-25,209.77
Total Fixed Assets	4,674.10	7,621.17
Other Assets		
18000 · Cost of Properties Held	866,516.74	1,209,678.69
Total Other Assets	866,516.74	1,209,678.69
TOTAL ASSETS	5,933,613.04	7,380,265.75
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
20000 · Accounts Payable	298,127.96	53,170.60
Total Accounts Payable	298,127.96	53,170.60
Credit Cards		
20002 · M&T Visa 7079	285.45	0.00
20001 · M&T Visa Community Card	230.53	1,729.22
Total Credit Cards	515.98	1,729.22
Other Current Liabilities		
20500 · Down Payment on Property Sale	13,707.00	15,579.00
21000 · 401(k) Payable	2,032.53	1,196.35
22000 · Accrued Expenses	7,012.02	44,948.00
Total Other Current Liabilities	22,751.55	61,723.35

Greater Syracuse Property Development Corporation
Balance Sheet
As of January 31, 2020

	Jan 31, 20	Jan 31, 19
Total Current Liabilities	321,395.49	116,623.17
Long Term Liabilities		
29503 · Community Fou. Lead Grant #2	150,000.00	0.00
28000 · Deferred Grant Inflow		
29020 · EPA_Brownfield_Petroleum '19-22	148,260.44	0.00
29010 · EPA_Brownfield_Hazardous '19-22	448,260.44	0.00
28003 · County Loan Guarantee '14	150,000.00	150,000.00
28004 · County Deconstruction '14	11,030.17	16,910.17
28006 · County Bank Purchase	139,663.91	139,663.91
28012 · County 2017	2,940.34	14,539.53
28013 · Neighbors for Neighbors '17-'18	21,990.57	310,617.49
28014 · AG Rehab '17	0.00	295,000.00
28015 · City of Syracuse '18-'19	0.00	290,796.93
28017 · CRI 2019 Demo	29,099.17	1,395,500.00
28018 · CRI 2019 Rehab	220,000.00	600,000.00
28019 · County- Building Stabilization	125,000.00	0.00
28020 · County-Purchase of Vacant Prop.	117,600.00	0.00
28021 · City of Syracuse '19-'20	351,599.85	0.00
28022 · HOME	55,258.00	0.00
29000 · Americorps Grant	3,520.35	3,520.35
Total 28000 · Deferred Grant Inflow	1,824,223.24	3,216,548.38
29500 · Parks Conservancy Grant	1,000.00	1,000.00
29502 · Community Foundation Lead Grant	15.27	43,750.00
Total Long Term Liabilities	1,975,238.51	3,261,298.38
Total Liabilities	2,296,634.00	3,377,921.55
Equity		
32000 · Unrestricted Net Assets	3,735,097.36	3,945,708.50
Net Income	-98,118.32	56,635.70
Total Equity	3,636,979.04	4,002,344.20
TOTAL LIABILITIES & EQUITY	5,933,613.04	7,380,265.75

Greater Syracuse Property Development Corporation
Profit & Loss Current Month & Prior Year
January 2020

	Jan 20	Jan 19
Ordinary Income/Expense		
Income		
40000 · Government Grants		
40010 · City of Syracuse	83,474.20	84,203.07
40030 · Admin/Developer's Fee	6,559.36	0.00
40040 · Onondaga County	7,400.00	28,578.20
40060 · NY Attorney General	41,924.50	4,500.00
40100 · CDBG Grant Income	34,738.09	9,400.00
Total 40000 · Government Grants	174,096.15	126,681.27
40090 · Neighbors for Neighbors Income	32,860.00	4,271.33
48000 · Side Lot Application Income	75.00	50.00
49000 · Rental Income	1,000.00	3,808.06
49500 · Sale of Property	126,252.18	121,432.50
Total Income	334,283.33	256,243.16
Cost of Goods Sold		
50000 · Cost of Sales		
500VI · Vacant COS Inventorial		
50010 · Property Purchase Cost	8,004.00	2,265.00
50040 · Board-Up	0.00	450.00
50050 · Debris Removal - Initial	71,296.00	13,005.00
50090 · Renovation Inventory	31,000.00	150.00
50100 · Stabilization	17,475.00	3,388.00
50115 · Environ. Assess. Inventorial	0.00	2,145.50
50170 · Architectural Prof. Services	0.00	3,050.00
50180 · Land Survey Prof. Services	625.00	2,500.00
50999 · Spec Reclass to/from Inventory	36,925.10	31,142.27
Total 500VI · Vacant COS Inventorial	165,325.10	58,095.77
500PC · Periodic COS		
50025 · Property Materials and Supplies	254.98	621.91
50029 · General Inspections	3,099.00	2,440.50
50045 · Pest Exterminations	0.00	93.05
50051 · Debris Removal - Periodic	3,562.40	5,142.00
50070 · Lawn Maintenance	1,739.50	0.00
50080 · Snow Removal	6,847.00	8,387.50
50110 · Demolition/Deconstruction	135,936.60	24,292.50
50111 · Renovation Expensed	0.00	3,790.00
50117 · Survey/Abatement Pre-Demo	7,349.00	0.00
50120 · Permits/Fees	0.00	525.00
50130 · Utilities	969.21	4,974.97
50190 · Evictions	1,040.00	4,446.40
50205 · Legal & Closing Costs	5,175.00	0.00
50220 · Brokerage - Sale	3,054.00	1,000.00
53100 · Stabilization	100.00	0.00
53200 · Property Appraisal	225.00	0.00
Total 500PC · Periodic COS	169,351.69	55,713.83
Total 50000 · Cost of Sales	334,676.79	113,809.60
Total COGS	334,676.79	113,809.60
Gross Profit	-393.46	142,433.56
Expense		
60000 · Accounting Fees	7,215.00	7,815.00
60100 · Automobile	673.38	589.02
60200 · Depreciation	232.93	316.27
60300 · Legal Fees	2,822.70	2,289.00
60400 · Office Expense	2,496.45	2,170.68
60500 · Payroll		
60510 · Salary	42,890.54	26,347.54
60520 · Payroll Taxes	3,843.75	2,319.01
60530 · Employee Health Insurance	3,419.82	2,846.45
60540 · Employer 401(k) Match	1,790.37	1,214.07

Greater Syracuse Property Development Corporation
Profit & Loss Current Month & Prior Year
January 2020

	Jan 20	Jan 19
60550 · Payroll Processing Fees	1,191.40	792.68
Total 60500 · Payroll	53,135.88	33,519.75
60600 · Professional Services	2,100.00	2,000.00
60602 · Relocation Assistance Expense	1,187.32	2,605.55
60700 · Insurance		
60701 · Property	0.00	442.45
60702 · Liability	16,253.24	16,113.26
60700 · Insurance - Other	11,558.18	12,765.23
Total 60700 · Insurance	27,811.42	29,320.94
60800 · Telephone	389.97	254.99
61000 · Bank Service Charge	-25.00	0.00
61200 · License and Fees	0.00	2,779.99
61300 · Events & Marketing	3,246.73	1,346.00
61400 · Rent Expense	2,616.12	2,558.45
Total Expense	103,902.90	87,565.64
Net Ordinary Income	-104,296.36	54,867.92
Other Income/Expense		
Other Income		
70200 · Salvage Income	678.04	0.00
70500 · Defaulting on Residency Req.	3,000.00	0.00
70600 · Project Extension Fees	2,500.00	0.00
71000 · Reimbursement Income		
71001 · Insurance Reimbursement	0.00	17.78
71000 · Reimbursement Income - Other	0.00	1,750.00
Total 71000 · Reimbursement Income	0.00	1,767.78
Total Other Income	6,178.04	1,767.78
Net Other Income	6,178.04	1,767.78
Net Income	-98,118.32	56,635.70

A meeting of the Board of Directors of the Greater Syracuse Property Development Corporation ("GSPDC") was convened in public session at 431 E. Fayette Street, Suite 375; Syracuse, New York 13202 on March 30, 2020 at 10:15 AM, with board members participating via teleconference and the public able to listen in to said conference.

The meeting was called to order by the Chairman and, upon roll being called, the following directors of the GSPDC were:

PRESENT:

Vito Sciscioli, Chair
Julie Cerio, Secretary
Patrick Hogan, Vice Chair
Michael LaFlair, Treasurer
El-Java Abdul-Qadir

EXCUSED:

FOLLOWING PERSONS WERE ALSO PRESENT:

Katelyn Wright	Executive Director
John Sidd	General Counsel

The following resolution was offered by _____, seconded by _____, to wit:

Resolution No.: 11 of 2020

**RESOLUTION AUTHORIZING THE SALE OF
MULTIPLE PARCELS OF REAL PROPERTY**

WHEREAS, New York Not-for-Profit Corporation Law Section 1609(d) authorizes the GSPDC to convey, exchange, sell, or transfer any of its interests in, upon or to real property; and

WHEREAS, New York Not-for-Profit Corporation Law Section 1605(i)(5) requires that a sale of real property be approved a majority vote of the Board of Directors; and

WHEREAS, New York Not-for-Profit Corporation Law Section 1609(f) permits the board of directors to delegate to officers and employees the authority to enter into and execute agreements, instruments of conveyance and all other related documents pertaining to the conveyance of real property by the land bank; and

WHEREAS, Section 4(e)(i) of the GSPDC's Disposition of Real and Personal Property Policy (the "Property Disposition Policy") permits the GSPDC to dispose of real

property by negotiation after listing the real property for sale with a licensed real estate broker and/or on the GSPDC's website; and

WHEREAS, Section 4(e)(i)(3) of the Property Disposition Policy permits the GSPDC to sell real property to an applicant who has not submitted the highest purchase offer for a variety of reasons consistent with the GSPDC's mission and purpose to facilitate the return of vacant, abandoned, and tax-delinquent properties to productive use; and

WHEREAS, all disposals of GSPDC property must be made to qualified buyers pursuant to Section 5 of the Property Disposition Policy; and

WHEREAS, the GSPDC owns certain parcels of real property situate in the County of Onondaga, State of New York and more particularly identified on the Properties List attached hereto as Schedule A (individually, a "Property" or collectively, the "Properties"); and

WHEREAS, the Executive Director, after evaluating all purchase offers received for the Properties in accordance with the Property Disposition Policy, has recommended that the GSPDC sell each Property to the corresponding Buyer identified on the Properties List (individually, a "Buyer" or collectively, the "Buyers") in accordance with the terms and conditions set forth therein; and

WHEREAS, the GSPDC has determined that each Buyer is a qualified buyer and that that each Buyer's offer is reasonable and consistent with the GSPDC's mission and purpose; and

WHEREAS, the GSPDC has solicited competition for the each Property in accordance with the Property Disposition Policy; and

WHEREAS, if any Property is being sold to a Buyer who has not submitted the highest purchase offer for such Property, the Board of Directors has determined that the sale is justified for the reasons set forth on the Properties List, said reasons being consistent with the GSPDC's mission and purpose to facilitate the return of vacant, abandoned, and tax-delinquent properties to productive use; and

WHEREAS, the GSPDC desires to sell each Property to the corresponding Buyer identified on the Properties List at the price set forth therein; and

WHEREAS, as may be noted on the Properties List, the GSPDC shall require certain Buyers to execute and deliver a Development Enforcement Note and Mortgage to ensure that the Buyer fulfills its development and use commitments to the GSPDC.

NOW, THEREFORE, BE IT RESOLVED BY THE GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION AS FOLLOWS:

Section 1. The recitals above are hereby incorporated into this Resolution as if fully set forth herein.

Section 2. The Members of the Board hereby authorize the GSPDC to sell each Property to the corresponding Buyer identified on the Properties List and authorize the Executive Director to enter into a Contract to Purchase with the GSPDC as seller and the Buyer as buyer with respect to each Property. Each Contract to Purchase shall be agreeable in form and content to the Executive Director and GSPDC counsel.

Section 3. The Chairman, Vice Chairman, Secretary and Treasurer are each hereby authorized to execute all documents on behalf of the GSPDC which may be necessary or desirable to further the intent of this Resolution and do such further things or perform such acts as may be necessary or convenient to implement the provisions of this Resolution. The Executive Director and the Director of Operations of the GSPDC are each also hereby authorized and directed for and in the name and on behalf of the GSPDC to execute agreements, instruments of conveyance and all other related documents pertaining to the conveyance of real property by the GSPDC.

Section 4. All other officers, employees and agents of the GSPDC are hereby authorized to execute and deliver all such certificates, instruments and documents, to pay all such fees, charges and expenses and to do all such further acts and things as may be necessary or, in the opinion of the officer, employee or agent acting, desirable and proper to effect the purposes of the foregoing Resolution.

Section 5. This Resolution shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

Vito Sciscioli	VOTING	___
Patrick Hogan	VOTING	___
Mike LaFlair	VOTING	___
Julie Cerio	VOTING	___
El-Java Abdul-Qadir	VOTING	___

The foregoing Resolution was thereupon declared and duly adopted.

STATE OF NEW YORK)
COUNTY OF ONONADAGA) ss.:

I, the undersigned Secretary of the Greater Syracuse Property Development Corporation (the "GSPDC"), DO HEREBY CERTIFY, that I have compared the foregoing extract of the minutes of the meeting of the directors of GSPDC, including the Resolution contained therein, held on March 30, 2020 with the original thereof on file in my office, and that the same is a true and correct copy of such proceedings of GSPDC and of such Resolution set forth therein and of the whole of said original so far as the same related to the subject matters therein referred to.

I FURTHER CERTIFY that (A) all directors of GSPDC had due notice of said meeting; (B) said meeting was in all respect duly held; (C) pursuant to Article 7 of the Public Officers Law (the "Open Meetings Law"), said meeting was open to the general public and due notice of the time and place of said meeting was given in accordance with such Open Meetings Law; and (D) there was a quorum of the directors of GSPDC present through said meeting.

I FURTHER CERTIFY that, as of the date hereof, the attached Resolution is in full force and effect and has not been amended, repealed or rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of GSPDC this 21st day of April, 2020.

Julie Cerio, Secretary



March 30, 2020 Sales Summary

1) 139 Coolidge Ave. – Vacant Single-Family Property

Date Acquired: 11/29/2018 Listed: 04/11/2019
 Current List Price: \$8,900 Days on Market: 327 days
 Original List Price: \$9,900 Land Bank's Minimum Renovation Est: \$33,480

139 Coolidge Ave. is a vacant single-family property located in the Southwest neighborhood. This property has four bedrooms, two full bathrooms, and is located in a floodplain.

Robyn Barrett is a CNY native who currently lives in San Diego, CA and visits friends and family in Syracuse often. She has owned two rental properties in San Diego for several years and just recently purchased one in Syracuse. She loves the older homes with lots of character in Syracuse and wants to bring them back to their original glory, help in the revitalization of Syracuse city neighborhoods, and provide good quality rentals. Her close friend is a contractor locally and will manage the renovations. This is Robyn's first purchase from the Land Bank and she plans to renovate 139 Coolidge Ave. to operate it as a rental.

Based on the Land Bank's disposition policies, staff recommend sale to Robyn Barrett, subject to an enforcement mortgage to be discharged once the proposed renovations are completed.

139 Coolidge Ave. Purchase Offer	
Applicant	Robyn Barrett
Offer	\$8,900
Plan	Renovate for Rental

2) 108 Rockland Ave. – Vacant Single-Family Property

Date Acquired: 09/24/2015 Listed: 10/26/2016
 Current List Price: \$3,500 Days on Market: 1225
 Original List Price: \$12,800 Land Bank's Minimum Renovation Est: \$23,065

108 Rockland Ave. is a vacant single-family home in the Elmwood neighborhood with three bedrooms, one bathroom, and a one-car attached garage in the basement to the rear of the home off of Onondaga Creek Parkway. It has had accepted offers in the past, however the property has not been successfully sold.

Brad Olton is a US Navy Veteran new to Syracuse who just recently closed on his own home in the Near Westside neighborhood. He has experience running large scale projects and managing budgets, and also had the opportunity to learn from his parents who were active in the real estate industry. He plans to renovate 108 Rockland Ave. to re-sell to an owner-occupant.

Based on the Land Bank’s disposition policies, staff recommend sale to Brad Olton, subject to an enforcement mortgage to be discharged once the proposed renovations are completed.

108 Rockland Ave. Purchase Offer	
Applicant	Brad Olton
Offer	\$3500
Plan	Renovate to Re-Sell to Owner-Occupant

3) 233 Empire Ave. – Vacant Single-Family Property

Date Acquired: 11/08/2019	Listed: 12/19/2019
Current List Price: \$10,000	Days on Market: 74 days
Original List Price: \$14,900	Land Bank’s Minimum Renovation Est: \$33,668

233 Empire Ave. is a small, vacant, single-family home in the North Valley neighborhood with two bedrooms, one bathroom, a single-car detached garage, and a large partially-fenced yard. Overall this home needs minor renovation however there is significant foundation repair required. It is in the Home Ownership Choice Program.

William Scott and his step-father Otis Finch have both purchased from the Land Bank in the past and have successfully completed renovation projects. They are experienced investors and plan to renovate 233 Empire Ave. to re-sell to an owner-occupant.

Based on the Land Bank’s disposition policies, staff recommend sale to William Scott and Otis Finch subject to an enforcement mortgage to be discharged once the proposed renovations are completed and the home is sold to an owner-occupant.

233 Empire Ave. Purchase Offer	
Applicant	William Scott and Otis Finch
Offer	\$10,000
Plan	Renovate to Re-Sell to Owner-Occupant

4) 102 Charlotte St. – Vacant Single-Family Property

Date Acquired: 11/29/2017	Listed: 05/18/2018
Current List Price: \$9,900	Days on Market: 655 days
Original List Price: \$14,900	Land Bank’s Minimum Renovation Est: \$23,413

102 Charlotte St. is a vacant single-family home with two bedrooms and one bathroom. It is located on a dead-end street in the Far Westside neighborhood and does not have a legal driveway. The roofline will need to be changed to create adequate access to the second floor. This property had an accepted offer in the past but was not successfully sold.

William Coon has a Bachelor of Science in Mechanical Engineering and has worked in construction his entire career. For about eight years he owned and operated a residential construction business and is well versed in all aspects of construction. He currently works in the construction field as a Project Manager for a local solar company building utility-scale electric fields all across NYS. He intends to do the majority of the renovation

himself including the electric work as he is a City of Syracuse electrical license holder, and intends to occupy the home.

Based on the Land Bank’s disposition policies, staff recommend sale to William Coon subject to an enforcement mortgage to be discharged once the proposed renovations are completed.

102 Charlotte St. Purchase Offer	
Applicant	William Coon
Offer	\$10,000
Plan	Renovate to Owner-Occupy

5) 1227 Park St. – Vacant Single-Family Property

Date Acquired: 09/26/2019	Listed: 10/15/2019
Current List Price: \$5,000	Days on Market: 140 days
Original List Price: \$5,000	Land Bank’s Minimum Renovation Est: \$33,400

1227 Park St. is a one-bedroom, one-bathroom, 880 square foot home on the Northside. It is in need of major renovation.

Marlon Simmons has worked as a rehab manager for a couple projects with responsibilities including ensuring the successful completion of the project on time and within budget. He oversaw the work being done, scheduled contractors and processed payment and change orders. Marlon plans to make 1227 Park St. a two-bedroom home to re-sell.

Based on the Land Bank’s disposition policies, staff recommend sale to Marlon Simmons, subject to an enforcement mortgage to be discharged once the proposed renovations are completed.

1227 Park St. Purchase Offer	
Applicant	Marlon Simmons
Offer	\$5,000
Plan	Renovate to Re-Sell

6) 1017 Ballantyne Rd. – Vacant Single-Family Property

Date Acquired: 05/26/2017	Listed: 11/12/2019
Current List Price: \$5,000	Days on Market: 113 days
Original List Price: \$5,000	Land Bank’s Minimum Renovation Est: \$27,800

1017 Ballantyne Rd. is a small, 736 square foot, two-bedroom home in the North Valley neighborhood. It has a driveway and a one-car detached garage. Overall, this home is in fair condition, but will still require substantial renovations.

Magnus Dallas and Willie Clayton have both purchased from the Land Bank before. Mr. Dallas acquired his primary residence from the Land Bank and this will be his first investment property. Mr. Clayton owns several rental properties. They will be working together on this purchase to renovate 1017 Ballantyne Rd. to operate as a rental.

Based on the Land Bank’s disposition policies, staff recommend sale to Magnus Dallas and Willie Clayton, subject to an enforcement mortgage to be discharged once the proposed renovations are completed.

1017 Ballantyne Rd. Purchase Offer	
Applicant	Magnus Dallas and Willie Clayton
Offer	\$5,000
Plan	Renovate for Rental

7) 118 Strand Pl. – Vacant Single-Family Property

Date Acquired: 10/30/2018	Listed: 09/26/2019
Current List Price: \$5,000	Days on Market: 159 days
Original List Price: \$5,000	Land Bank’s Minimum Renovation Est: \$63,185

And

1124 Park St. – Vacant Single-Family Property

Date Acquired: 08/17/2017	Listed: 01/27/2020
Current List Price: \$9,900	Days on Market: 35 days
Original List Price: \$9,900	Land Bank’s Minimum Renovation Est: \$44,495

These two properties were listed as a bundle for \$10,000. 118 Strand Pl. is a small, vacant, single-family home off Mary St. on the Northside. It has three bedrooms and one bathroom. This home has some water damage and will require major renovations.

1124 Park St. is a small, vacant, single-family home around the corner from 118 Strand Pl. on the Northside. It has three bedrooms, one bathroom, and no driveway. It will require major renovations.

Sally Koundoul of Apollo 13, LLC lives next to 1124 Park St. and has just completed the renovation of the home next to 118 Strand Pl. at 120 Strand Pl., which he purchased from the Land Bank. He intends to renovate both homes to operate as rentals. He also owns two other rental properties in close proximity to his home and is eager to continue fixing up properties in his neighborhood.

Based on the Land Bank’s disposition policies, staff recommend sale to Apollo 13 LLC, subject to an enforcement mortgage to be discharged once the proposed renovations are completed.

118 Strand Pl. and 1124 Park St. Purchase Offer	
Applicant	Apollo 13, LLC
Offer	\$10,000
Plan	Renovate for Rentals

8) 134 Nelson Street – Non-Buildable Vacant Lot

Date Acquired:	08/05/2015
Dimensions:	29’ x 100’

The Land Bank demolished a dilapidated house at 134 Nelson Street in November 2016 using CDBG funds. Eric E. Roller is the owner-occupant at 136 Nelson Street and would like to purchase the property to fence it in for additional greenspace for his children to play. This lot is steeply sloped and only has 29’ of frontage, with tax-current properties on either side making it an undesirable building site. Based on the Land Bank’s disposition policies, staff recommends sale of the lot to Eric E. Roller contingent upon him resubdividing and combining it with his adjacent property.

134 Nelson Street Purchase Offer	
Applicant	Eric E. Roller
Offer	\$151.00

9) 407 Hartson Street – Buildable Vacant Lot

Date Acquired: 10/26/2017

Dimensions: 40’ x 100’

The Land Bank demolished a dilapidated, mold-filled house at 407 Hartson Street in January 2020 using CRI grant funds. The property is located in the FEMA floodplain, making new construction in this location cost-prohibitive and unlikely. Luis Cruz is the adjacent owner occupant at 409 Hartson Street and would like to fence in the property and use it for additional greenspace for his pets and children. 409 Hartson also shares a driveway with 407 Hartson Street and Mr. Cruz would like to improve the driveway and possibly add an addition onto the existing garage in the future. Based on the Land Bank’s disposition policies, staff recommends sale of the lot to Luis Cruz contingent upon him resubdividing and combining it with his adjacent property.

407 Hartson St Purchase Offer	
Applicant	Luis Cruz
Offer	\$151.00



President

Sharon Owens, Deputy Mayor
City of Syracuse

Vice President

Calvin Corridors, Regional President,
PathFinder Bank

Treasurer

Meg O'Connell, Executive Director,
Allyn Family Foundation

Secretary

Wayne Sistrunk, rep. Tucker Baptist Church

BOARD MEMBERS

Jaime Alicea, Superintendent,
Syracuse City School District

Latoya Allen, Common Councilor
4th District

Michael Collins, Executive Director,
NSCC, SHA Commissioner

Bob Corona, MD, President & CEO,
SUNY Upstate Medical Hospital

Bea Gonzalez, Vice President,
Syracuse University Community Engagement

Mark Hall, Interim President & CEO,
Syracuse Community Health Center

Helen Hudson, President,
Syracuse Common Council

Melanie Littlejohn, Regional Executive,
National Grid

Robert Mike, Resident Advisor,
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Stephanie Pasquale, Commissioner,
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Tim Penix, Vice President,
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Onondaga County

Bill Simmons, Executive Director,
Syracuse Housing Authority

Rob Simpson, President & CEO,
CenterState CEO

Supreena Smalls, Resident Advisor,
Syracuse Housing Authority

Gladys Smith, Commissioner,
Syracuse Housing Authority

Randy White, Outreach Specialist,
Syracuse Cure Violence (SNUG)

March 2, 2020

Ms. Katelyn Wright
Executive Director
Greater Syracuse Land Bank
431 E Fayette Street, 3rd Floor
Syracuse, NY 13202

Dear Ms. Wright,

I am writing on behalf of Blueprint 15 Inc. as we embark upon a considerable redesign and revitalization of the East Adams Neighborhood. Bounded by East Adams Street to the North, Dr. Martin Luther King Drive to the South, I-81 to the East, and Salina Street to the West, the Neighborhood is home to nearly 1,100 public housing units that are nearing the end of their useful life. In partnership with the Syracuse Housing Authority, the City of Syracuse, and many other business and community stakeholders, Blueprint 15 is serving as the “community quarterback” to coordinate the development of a highly amenitized, mixed income neighborhood that includes excellence in housing opportunity and quality, cradle to college educational offerings, and health and wellness. Following the successful Purpose Built Communities model, the redevelopment of the East Adams Neighborhood will require the collective efforts of nearly all of our community’s partners, including the Greater Syracuse Land Bank. As one of the first steps in moving this forward, a significant Master Planning process will commence this Spring to develop a housing, infrastructure, commercial, and neighborhood amenity design and implementation plan. Until this planning process is complete and throughout the first phases of implementation, I am respectfully requesting that the Land Bank place a “hold” on the disposition of any properties located within and/or directly abutting the targeted redevelopment area (please see attached map). Should there be a desire by the Land Bank to dispose of any properties placed on hold as a result of this request, it would be appreciated if Blueprint 15 were afforded the right of first refusal.

I am happy to answer any questions or concerns, and can be reached at vlove@blueprint15.org or by phone at (315) 701-4061. Your anticipated partnership on this important initiative is greatly appreciated.

Thank you.

Sincerely,

Vincent B. Love
Chief Executive Officer

SITE CONTROL AGREEMENT

This Agreement is made this _____ day of _____ 2020, by and between

Greater Syracuse Land Bank

and

Jubilee Homes of Syracuse, Inc.

Locations at: See attached spreadsheet for project locations.

Greater Syracuse Land Bank and Jubilee Homes agree to the following:

A. DUE DILIGENCE PERIOD

1. The Syracuse Land Bank agrees that for a period of 12 months from the date of this agreement Jubilee Homes of Syracuse, Inc. has an exclusive right to pursue the development of the Properties ***(Development Due Diligence Period- March 4th, 2020- December 31st, 2020).***

2. Syracuse Land Bank agrees to provide Jubilee Homes of Syracuse, it's agents, servants, consultants, licensees and independent contractors (the "Developer" or "Development Team") an exclusive right during the Development Due Diligence Period to (a) enter the properties, and (b) investigate and conduct, at the Developer's sole cost, its due diligence and feasibility analysis of the properties including an appraisal, architectural review, market study, title matters, mortgage financing and structural inspections (such investigation hereinafter referred to as the Developer's "Due Diligence").

3. Syracuse Land Bank agrees that the Developer may, at the Developer's sole expense, engage development professionals including but not limited to financial experts, lenders, investors, architects, attorneys, construction companies, marketing professionals and other professionals necessary for development of the properties.

4. During the Development Due Diligence Period the Syracuse Land Bank will remove the Properties from the market and grant the Developer an exclusive right to determine a viable development plan. During the Due Diligence Period the Syracuse Land Bank agrees to not market, sell, lease, convey or dispose the Properties; grant an option to market, sell, lease, convey; enter into an agreement with any other individual or entity contrary to or inconsistent with this Agreement; or, further encumber or collateralize the Properties without prior written consent of the Developer, which consent cannot be unreasonably withheld by the Developer.

5. Jubilee Homes of Syracuse, Inc. shall during the Due Diligence Period have the unconditional right to terminate its obligation to develop the Properties under this agreement with

no further obligation to Syracuse Land Bank, by giving written notice to Syracuse Land Bank given on or before the expiration of the Development Due Diligence Period. If Jubilee Homes of Syracuse, Inc. shall so elect to terminate this Agreement within such time period, this Agreement shall wholly cease and terminate and neither party shall have any further obligation or liability to the other.

B. PURCHASE / DEVELOPMENT AGREEMENT

1. During the Development due Diligence Period, if in the sole discretion of the Developer, the Properties can be developed on favorable financial terms, the Parties agree to negotiate in good faith to arrive at a mutually agreed upon, as are customary in the development of government organizations or 501(c)(3)s, and not for profits in State of New York.
2. The purchase agreement or development agreement shall be based upon: (1) the findings during the Developer's Due Diligence Period; (2) obtaining two (2) independent appraisals verifying the fair market value of the properties subject to the Developer's Due Diligence including any environmental remediation costs; and, (3) approval of the Developer's Funders. Syracuse Land Bank reserves the right to obtain their own independent appraisal to verify the Developer's appraisal.
3. Syracuse Land Bank understands any purchase agreement or development agreement agreement by the Developer shall be contingent upon the Developer obtaining the requisite financing from the funders.
4. Both the Syracuse Land Bank and Jubilee Homes of Syracuse, Inc. reserve the right and option of withdrawing and terminating this agreement if in good faith either party believes the appraisal fair market value of the property is not a true indicator of the value of the Properties or if either party is not satisfied with the terms and conditions for a binding joint development agreement. In the event either party elects to terminate this Agreement during this time period, this Agreement shall wholly cease and terminate and neither party shall have any further obligation or liability to the other.

C. MISCELLANEOUS PROVISIONS

1. Each individual executing this Agreement on behalf of a corporation, or other entity warrants that he/she is authorized to do so and that this agreement will constitute the legally binding obligation of the entity which he/she represents.
2. This Agreement and the application or interpretation hereof, shall be governed by and in accordance with the laws of the State of New York applicable to the agreement made and fully to be performed therein.
3. If any provision of this Agreement, or the application thereof to any person or circumstance, is held invalid, the remainder of this Agreement and the application of its provisions to the other persons and circumstances will not be affected thereby

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates indicated below.

By: _____
JUBILEE HOMES OF SYRACUSE, INC.

Date

By: _____
Greater Syracuse Land Bank

Date

Jubilee Requested Sites

Property Status	Address1	Neighborhood
For Sale - Building Site	312 Onondaga Ave	Strathmore
For Sale - Building Site	306 Kennedy St W	Southside
For Sale - Building Site	349 Kennedy St W	Southside
For Sale - Building Site	923 Midland Ave	Southside
For Sale - Building Site	332-34 Kennedy St W	Southside
Demo Candidate - Buildable	346 Kennedy St W	Southside
For Sale - Building Site	109 May Ave	Elmwood
For Sale - Building Site	207 May Ave	Elmwood
For Sale - Building Site	729 South Ave	Southwest
Demo Candidate - Buildable	1318-20 South Ave	Elmwood
For Sale - Building Site	111 Cheney St	Southwest
For Sale - Building Site	310 Coolidge Ave	Southwest
For Sale - Building Site	130 Clyde Ave	Elmwood
For Sale - Building Site	725 South Ave	Southwest
Demo Candidate - Buildable	214 Palmer Ave	Southwest
For Sale - Building Site	325-27 Palmer Ave	Southwest
For Sale - Building Site	522-24 Rich St	Southwest
For Sale - Building Site	846-48 South Ave	Southwest
For Sale - Building Site	551 Cortland Ave & South Ave	Southside
Demo Candidate - Buildable	547 Cortland Ave	Southside
Demo Candidate - Buildable	110 Dearborn Pl	Southwest
For Sale - Building Site	339-43 Rich St	Southwest
Demo Candidate - Buildable	322-24 Bishop Ave	Elmwood
Demo Candidate - Buildable	332 Bishop Ave & Brighton Ave	Elmwood
Demo Candidate - Buildable	244 Palmer Ave	Southwest
Demo Candidate - Buildable	940 Lafayette Ave W	Elmwood
For Sale - Building Site	123 Elmwood Ave	Elmwood
Demo Candidate - Buildable	234 Hunt Ave	Elmwood
For Sale - Building Site	130 Elmwood Ave	Elmwood
For Sale - Building Site	2126-28 South Ave	Elmwood
For Sale - Building Site	2108 South Ave & Fairfield Ave	Elmwood
For Sale - Building Site	2248 South Ave & Lynch Ave	Elmwood
For Sale - Building Site	139 Elmwood Ave	Elmwood
For Sale - Building Site	220-22 Palmer Ave	Southwest
Demo Candidate - Buildable	245-47 Valley Dr	Elmwood
For Sale - Building Site	328 Newell St W	Brighton
Demo Candidate - Buildable	333-35 Palmer Ave	Southwest
Demo Candidate - Buildable	152 Wiman Ave	Brighton
Demo Candidate - Buildable	614 Newell St W	Brighton
For Sale - Building Site	844 South Ave	Southwest
For Sale - Building Site	331-33 Calthrop Ave W	Brighton
For Sale - Building Site	226 Hope Ave	Brighton
Demo Candidate - Buildable	324 Pleasant Ave W	Brighton
For Sale - Building Site	604 Colvin St W & Kirkwood Pl	Southside
For Sale - Building Site	306 Coolidge Ave	Southwest
Demo Candidate - Buildable	110 Glahn Ave	Southside
For Sale - Building Site	524 Onondaga Ave	Strathmore
For Sale - Building Site	114 May Ave	Elmwood
For Sale - Building Site	111 May Ave	Elmwood
For Sale - Building Site	248-50 Hudson St	Southwest

Jubilee Requested Sites

For Sale - Building Site	132 Huron St	Southwest
For Sale - Building Site	134 Huron St	Southwest
For Sale - Building Site	821 South Ave	Southwest
For Sale - Building Site	107 Elmhurst Ave & Hunt Ave	Elmwood
Demo Candidate - Buildable	312-14 Palmer Ave	Southwest
For Sale - Building Site	516 Rich St	Southwest
For Sale - Building Site	131 Elmwood Ave	Elmwood
For Sale - Building Site	123 Hutchinson Ave	Elmwood
For Sale - Building Site	441-43 Martin Luthr King W	Southwest
For Sale - Building Site	329-31 Palmer Ave	Southwest
For Sale - Building Site	214 Hunt Ave	Elmwood
Demo Candidate - Buildable	145-47 Hatch St	Brighton
Demo Candidate - Buildable	105 Elmwood Ave	Elmwood
Demo Candidate - Buildable	224-26 Hudson St	Southwest
For Sale - Building Site	110 Baldwin Ave	Brighton
For Sale - Building Site	327-29 Calthrop Ave W	Brighton
Demo Candidate - Buildable	311 Pleasant Ave W	Brighton
Demo Candidate - Buildable	103 Glahn Ave	Southside
Demo Candidate - Buildable	2032 South Ave	Elmwood
Demo Candidate - Buildable	368 Newell St W	Brighton

A meeting of the Board of Directors of the Greater Syracuse Property Development Corporation ("GSPDC") was convened in public session at 431 E. Fayette Street, Suite 375; Syracuse, New York 13202 on March 30, 2020 at 10:15 AM, with board members participating via teleconference and the public able to listen in to said conference.

The meeting was called to order by the Chairman and, upon roll being called, the following directors of the GSPDC were:

PRESENT:

Vito Sciscioli, Chair
Julie Cerio, Secretary
Patrick Hogan, Vice Chair
Michael LaFlair, Treasurer
El-Java Abdul-Qadir

EXCUSED:

FOLLOWING PERSONS WERE ALSO PRESENT:

Katelyn E. Wright	Executive Director
John P. Sidd, Esq.	GSPDC Counsel

The following resolution was offered by _____, seconded by _____, to wit:

Resolution No.: 12 of 2020

**RESOLUTION AUTHORIZING THE ACQUISITION OF
CERTAIN PROPERTIES FROM THE CITY OF SYRACUSE**

WHEREAS, New York Not-For-Profit Corporation Law §1608(b) authorizes the GSPDC to acquire real property by gift, devise, transfer, exchange, foreclosure, purchase, or otherwise; and

WHEREAS, pursuant to New York Not-For-Profit Corporation Law §1608(c), the GSPDC may accept transfers of real property from municipalities upon such terms and conditions as agreed to by the GSPDC and the municipality; and

WHEREAS, the GSPDC desires to acquire from the City of Syracuse title to certain parcels of real property identified on the Properties List attached hereto as Schedule A subject to the limitations set forth herein.

NOW, THEREFORE, BE IT RESOLVED BY THE GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION AS FOLLOWS:

Section 1. The recitals above are hereby incorporated into this Resolution as if fully set forth herein.

Section 2. The GSPDC is hereby authorized to acquire from the City of Syracuse title to the parcels of real property identified on the Properties List attached hereto as Schedule A (individually a “Property” and collectively the “Properties”), subject to the following limitations:

GSPDC shall be under no obligation to acquire any Property which the GSPDC reasonably determines to:

- a. have defects in title; or
- b. constitute a danger or public hazard; or
- c. contain hazardous substances or present other environmental concerns; or
- d. be fiscally imprudent for the GSPDC to accept including, by way of example and not limitation, Property which contains improvements in need of demolition; or
- e. that the GSPDC deems inappropriate for acquisition.

Section 3. The Chairman and the Executive Director of the GSPDC are each hereby authorized and directed to execute all documents on behalf of the GSPDC which may be necessary or desirable to further the intent of this Resolution and do such further things or perform such acts as may be necessary or convenient to implement the provisions of this Resolution.

Section 4. The other officers, employees and agents of the GSPDC are hereby authorized and directed for and in the name and on behalf of the GSPDC to execute and deliver all such certificates, instruments and documents, to pay all such fees, charges and expenses and to do all such further acts and things as may be necessary or, in the opinion of the officer, employee or agent acting, desirable and proper to effect the purposes of the foregoing Resolution.

Section 5. This Resolution shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

Vito Sciscioli	VOTING	___
Mike LaFlair	VOTING	___
El Java Abdul Qadir	VOTING	___
Patrick Hogan	VOTING	___
Julie Cerio	VOTING	___

The foregoing Resolution was thereupon declared and duly adopted.

STATE OF NEW YORK)
COUNTY OF ONONADAGA) ss.:

I, the undersigned Secretary of the Greater Syracuse Property Development Corporation (the "GSPDC"), DO HEREBY CERTIFY, that I have compared the foregoing extract of the minutes of the meeting of the directors of GSPDC, including the Resolution contained therein, held on March 30, 2020 with the original thereof on file in my office, and that the same is a true and correct copy of such proceedings of GSPDC and of such Resolution set forth therein and of the whole of said original so far as the same related to the subject matters therein referred to.

I FURTHER CERTIFY that (A) all directors of GSPDC had due notice of said meeting; (B) said meeting was in all respect duly held; (C) pursuant to Article 7 of the Public Officers Law (the "Open Meetings Law"), said meeting was open to the general public and due notice of the time and place of said meeting was given in accordance with such Open Meetings Law; and (D) there was a quorum of the directors of GSPDC present through said meeting.

I FURTHER CERTIFY that, as of the date hereof, the attached Resolution is in full force and effect and has not been amended, repealed or rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of GSPDC this 30th day of March, 2020.

Julie Cerio, Secretary

SCHEDULE A

Address	Land Use	PNumber
1506-08 Midland Ave	Vacant Lot	1961105600
1300-02 Midland Ave	Vacant Lot	1961102700
515 W. Colvin St	Vacant Lot	1918104900
1510 Midland Ave	Vacant Lot	1961105700
420 Shonnard	Vacant Lot	0882002600
120 Baker	Vacant Lot	1805001000
321 Craddock	Vacant Lot	1320002400