GREATER SYRACUSE
LAND BANK

Minutes
Greater Syracuse Property Development Corporation
Regular Meeting of the Board of Directors
8:00 AM Tuesday, October 20, 2020
431 E Fayette Street; Syracuse, NY 13202

Board Members Present: Vito Sciscioli, Patrick Hogan, Mike LaFlair
Board Members Absent: El Java Abdul Qadir, Julie Cerio
Others Present: Katelyn Wright, John Sidd, Luke Avery-Dougherty, Terri Luckett, Shavel Edwards, Shannon Knickerbocker, Jeanne Mitchell, Daniel Stazzone, Rich Puchalski, Joel Kaigler, David Rowe

I. Call to Order
Vito Sciscioli called the meeting to order at 8:02 AM.

II. Roll Call
Mr. Sciscioli noted that Pat Hogan, Mike LaFlair, and himself were present and Ms. Cerio and Mr. Abdul Qadir were absent.

III. Proof of Notice
Mr. Sciscioli confirmed that notice of the meeting had been properly posted.

IV. Minutes
Mike LaFlair moved to approve the minutes from September 15, 2020. Pat Hogan seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY VOTED TO APPROVE THE MINUTES FROM SEPTEMBER 15, 2020.**

V. Executive Summary & Financial Statements
Ms. Wright noted that financial statements through the end of August were attached for the board's review.

VI. New Business
A. Authorize the Sale of multiple properties
Mr. Sidd reminded the board that the Land Bank Act requires "a majority of the total board membership" to approve any sale of property, so since only three board members were present, any votes to sell property today would have to be unanimous.

Mr. Sciscioli noted that there were a large number of sales this month and asked if the board members had questions about any specific sales. Pat Hogan moved to authorize the Land Bank to sell multiple properties. Mike LaFlair seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE LAND BANK TO SELL MULTIPLE PROPERTIES.**

B. Authorize the Noncompetitive Sale of Multiple Properties

Ms. Wright explained that 204 Coral hadn't been advertised because it is a demolition candidate (due to foundation damage) but that they received an offer from a contractor well-suited to cost-effectively rehab the property and that his plan is to flip the house to an owner-occupant.

Vito Sciscioli suggested they vote on all three of these noncompetitive sales together as one item.

Ms. Wright explained that 110 Belle also had been categorized as a demolition candidate and not listed for sale. She explained that the building has a new roof, new windows, and new siding, but that the inside is covered with mold everywhere. She had Churchill Environmental inspect the house and they confirmed that it has not yet permeated the structural members so the house could be gutted and rehabbed, but that they hadn't listed it because it appeared that this would be cost prohibitive for most buyers. The next-door neighbor happens to be a contractor and wishes to renovate the hose for his son.

Ms. Wright explained that 115 Beard Place has significant water damage in one corner of the house, but is otherwise structurally sound. It has not been listed for sale since it was considered a demolition, but they were recently approached by a young man who works in construction whose grandmother lives next door. Many members of his family are also in construction and they want to renovate this house for him to occupy as his primary residence. They are asking for a two-year enforcement mortgage in this case.

She also noted that they'd received an offer on 404 Merriman, which was also not listed due to foundation damage. The applicant's step-father is a contractor and he plans to renovate for her to occupy as her primary residence.

Mike LaFlair moved to authorize the Land Bank to sell 204 Coral, 110 Belle, 115 Beard Place, and 404 Merriman St per the terms outlined by Ms. Wright. Patrick Hogan seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE LAND BANK TO SELL MULTIPLE PROPERTIES NONCOMPETITIVELY.**

C. Authorize the Land Bank to Acquire Certain Properties from the City of Syracuse

Ms. Wright explained that the list attached includes seizable lots within the footprint around Tucker Missionary Baptist Church, which we discussed last month, City-owned rain gardens, a handful of lots for which we have interested purchasers, and 230 Woodland, which the Land Bank plans to merge with 226 to create a CRI Round 4.2 new construction site. Mike LaFlair moved to authorize the Land Bank to acquire multiple properties from the City of Syracuse. Pat Hogan seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE LAND BANK TO ACQUIRE MULTIPLE PROPERTIES FROM THE CITY OF SYRACUSE.**

D. Authorize the Land Bank to sell 143 Baker to HHQ for RNI/AG 4.2 new construction

Ms. Wright noted that this new construction project would utilize CRI Round 4.2 funding and enable the Land Bank to meet its required deliverables under this grant. Pat Hogan moved to authorize the Land Bank to sell 143 Baker to Home HeadQuarters. Mike LaFlair seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE LAND BANK TO SELL 143 BAKER TO HOME HEADQUARTERS FOR THE EW CONSTRUCTION OF AN RNI/CRI ROUND 4.2 HOME.**

E. 112 Hoefler request for driveway easement

Mr. Sidd explained that a neighboring property owner's driveway encroaches onto our property about 18" and that they are selling their home. Their buyer wishes to have this encroachment formalized via a easement.

Pat Hogan moved to authorize the Land Bank to grant the neighboring property owner an easement over 112 Hoefler. Mike LaFlair seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE LAND BANK GRANT THE NEIGHBORING PROEPRTY OWNER AN EASEMENT OVER 112 HOEFLER.**

F. Amend terms of sale for 1800 Lodi to extend loan term from 15 to 20 years

Ms. Wright recapped this project, reminding the board that they've been working to renovate this three-unit property for about two years now using Neighbors for Neighborhoods grant funds. The board had agreed in September 2019 to hold the note on this sale. The grant funds are covering $300,000 of the project costs and the remainder makes up Mr. Vinciguerr's purchase price – approximately $95,000. The board had previously agreed to hold the note for 15 years at 7% APR so as to reduce his closing costs compared to what he'd pay a traditional lender. Mr. Vinciguerra has requested that they extend the term to 20 years to match the affordability period imposed on the property due to the grant funding used. Ms. Wright recommended that they grant this request and specify that there is no pre-payment penalty. Mike LaFlair moved to amend the terms of the note and mortgage as recommended by staff. Pat Hogan seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION AMENDING THE TERMS OF THE NOTE AND MORTGAGE FOR 1800 LODI.**

G. Authorize the Land Bank to enter into contracts for sidewalk snow removal

Ms. Wright noted that they'd received bids from four contractors for sidewalk snow removal – three that they have used in the past and one new one. She reminded the board that they like to engage multiple snow removal contractors so that they can quickly cover their entire inventory during a major snow event. She recommended that they contract with all four and explained how they plan to split up their inventory. Mike LaFlair moved to authorize the Land Bank to contract with four vendors for sidewalk snow removal. Patrick Hogan seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE LAND BANK TO CONTRACT WITH FOUR VENDORS FOR SIDEWALK SNOW REMOVAL.**

H. Authorize the Land Bank to enter into a contract for the demolition of 613 Catherine St

Ms. Wright explained that they are obligated to complete one more demolition this year with CRI 4.2 funding, that this house urgently needs to be demolished, and that there are only enough grant funds left to cover about half of the project cost. She explained that she's seeking the board's permission to use unrestricted cash for the remainder of this demolition since all other remaining demolition grant funds are otherwise allocated. She noted that they'd received three bids for this job and that she's recommending the contract with the lowest bidder, Crisafulli Trucking. Pat Hogan moved to authorize the Land Bank to contract with Crisafulli Trucking for the demolition of 613 Catherine Street. Mike LaFlair seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE LAND BANK TO CONTRACT WITH CRISAFULLI TRUCKING FOR THE DEMOLITION OF 613 CATHERINE ST.**

I. Amend 2020 Budget

Ms. Wright reminded the board that they have to submit a budget for 2021-24 to the Authorities Budget Office by 10/31 and that they typically amend their current year budget prior to working on the next year's budget so that they have a more accurate projection of their expected year-end fund balance to start with.

She explained that they are significantly reducing their projected sales revenue for the year noting that this was partly because they'd been shut down for several month unable to show properties, but that she actually expected them to sell more properties this year than last. She went on to explain that their average sales price per property was significantly lower than the previous year largely because they weren't getting any new inventory from the City to sell, noting that they'd only acquired approx. 25 properties from the City so far in 2020. Mr. Sciscioli volunteered to write a letter to the mayor explaining that if they City couldn't provide as much cash assistance as the Land Bank needs they ought to at least be providing more properties.

Pat Hogan moved to adopt the proposed 2020 budget amendment. Mike LaFlair seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION AMENDING THE 2020 BUDGET.**

J. Adopt 2021-24 Budget

Ms. Wright noted that unless significant changes are made to cut costs or secure more sustainable revenues, the Land Bank is on track to deplete its fund balance in early 2022.

Pat Hogan moved to adopt the proposed 2021-24 budget. Mike LaFlair seconded this motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY PASSED A RESOLUTION ADOPTIG THE 2021-24 BUDGET.**

VII. Discussion

Mike LaFlair asked about the two commercial properties they voted to sell in September and how things had worked out with the restrictive covenants. Mr. Sidd explained some of the factors that are being considered and said that he would follow up with Mike with some proposed language shortly.

Mr. LaFlair asked about enforcement of defaulted enforcement mortgages. Mr. Sidd noted that Ms. Wright has provided him with a list of defaulted enforcement mortgages and that their next step will be issuing Notices to Cure, which should be happening very soon.

VIII. Adjournment

Patrick Hogan moved to adjourn the meeting. Mike LaFlair seconded the motion. **ALL BOARD MEMBERS IN ATTENDANCE VOTED TO ADJOURN THE MEETING AT 8:31 AM.**