GREATER SYRACUSE
LAND BANK

Minutes
Greater Syracuse Property Development Corporation
Special Meeting of the Board of Directors
8:00 AM Tuesday, December 19, 2023
431 E. Fayette Street, 3rd Floor
Syracuse, NY 13202

**Board Members Present:** Patrick Hogan, Nancy Quigg, Jonathan Link Logan, Michael LaFlair, Oceanna Fair
**Others Present:** Katelyn Wright, John Sidd, Luke Avery-Dougherty, Daniel Stazzone, Terri Luckett, Joel Kaigler, Shavel Edwards, Shannon Knickerbocker, David Rowe, Ed and Jeanne Mitchell, Craig Swiecki

## I. Call to order
Pat Hogan called the meeting to order at 8:00 AM.

## II. Roll Call
Mr. Hogan confirmed that he, Mike LaFlair, and Nancy Quigg were present.

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

## IV. Minutes
Mike LaFlair moved to approve the minutes from November 20. Nancy Quigg seconded the motion. **ALL BOARD MEMBERS PRESENT VOTED UNANIMOUSLY TO APPROVE THE MINUTES FROM NOVEMBER 20.**

**Oceanna Fair arrived at 8:01.**

## V. Executive Summary & Financial Statements
Katelyn Wright reported that the financial statements through the end of October were attached and asked if board members had any questions about them. There were none.

## VI. New Business
### A. Authorize Sale of Multiple Properties
Katelyn summarized the offers received this month.

**Jonathan Link Logan arrived at 8:03.**

Pat Hogan stated that he was pleased to see the planned investment on Hiawatha and Sixth North Street. Nancy Quigg commented that it appeared this buyer had done good work cleaning up the site across the street.

Jonathan Link Logan asked about the lot being sold on Landon and whether a portion should be split off to give the other neighboring home facing Landon a driveway. Katelyn stated that once the survey comes back they can see if their driveway is already encroaching onto the lot and, if so, they'd come back to the board to sell a portion of the lot to the third neighbor. Mr. Link Logan also asked about the buyers purchasing 721 Lemoyne and whether they plan to renovate the property they're buying next door at 717. Terri Luckett confirmed that she has spoken with them and that they plan to demolish the garage and make other necessary improvements at 717.

Jonathan Link Logan moved to authorize the Land Bank to sell multiple properties. Nancy Quigg seconded the motion. **ALL BOARD MEMBERS PRESENT VOTED UNANIMOUSLY TO AUTHORIZE THE LAND BANK TO SELL MULTIPLE PROPERTIES.**

**B. Acquire four properties via donation**

Ms. Wright explained that the City is currently negotiating a settlement with this property owner, one of the terms of which would require him to donate four properties to the Land Bank. She indicated that neither of the structures appears to be a demolition candidate and that the two lots could be combined to make a building site. Jonathan Link Logan asked why they were being asked to be a party to the settlement agreement rather than the City taking the properties via donation and then deeding them to the Land Bank. Ms. Wright speculated that the proposed scenario would require fewer steps. Mr. Link Logan asked whether it's typical for such agreements to contain a non-disparagement clause. Mr. Sidd commented that this is typical in a settlement agreement. Oceanna Fair asked if that clause applies just to speech related to this transaction, because in her lead advocacy work she may run into this landlord again in the future and need to speak about their lead violations. Mr. Sidd stated that the board would be voting today on the general terms, but that the agreement is still being finalized and would be subject to approval by him and Ms. Wright. He noted that he would talk to the City about narrowing the applicability of that clause.

Mike LaFlair moved to authorize the Land Bank to acquire these four properties via donation and to sign the settlement agreement in a form acceptable to the Executive Director and General Counsel. Nancy Quigg seconded the motion. **ALL BOARD MEMBERS PRESENT VOTED UNANIMOUSLY TO AUTHORIZE THE LAND BANK TO ACQUIRE THESE FOUR PROPERTIES VIA DONATION AND TO SIGN THE SETTLEMENT AGREEMENT IN A FORM ACCEPTABLE TO THE EXECUTIVE DIRECTOR AND GENERAL COUNSEL.**

**C. Extend contract with Mitchell's Construction Solutions**

Ms. Wright explained that Michell's had offered to continue on at their current rates and so she thinks it s in the Land Bank's best interest to extend their current contract noncompetitively rather than put this service back out to bid. She noted that she's asking the board for authorization to extend their debris removal contract for another 12 months with the option to renew for 12 more at the end of 2024.

Jonathan Link Logan moved to authorize the Land Bank to extend its contract with Mitchell's Construction Solutions for one year with an option to extend for a second year. Nancy Quigg seconded the motion. **ALL BOARD MEMBERS PRESENT VOTED TO PASS A RESOLUTION AUTHORIZING THE LAND BANK TO EXTEND ITS CONTRACT WITH MITCHELL'S CONSTRUCTION SOLUTIONS FOR ONE YEAR WITH AN OPTION TO EXTEND FOR A SECOND YEAR.**

**D. Contract for stabilization at 109 McAllister**

Ms. Wright noted that they would like to make a slight modification from the scope and budget proposed in the executive summary. She'd like to cut the priming and painting from the paint line, leaving paint prep to be done now along with the siding installation and soffit repair. That would cut nearly $20,000 from the budget and leave a buffer for whatever they find when investigating the foundation issues at the rear of the house. She noted that this was a large project but that it still leaves plenty of money in the budget for them to complete their 9th required stabilization project under the LBI Phase II grant. Nancy Quigg asked about the siding price, stating that it seemed unusually high. Ms. Wright noted that it is a historically significant house so they've opted to use Hardy Board instead of vinyl and it's a quite large house.

Nancy Quigg moved to authorize the Land Bank to contract with B&G Home Renovations for stabilization work at 109 McAllister as proposed for an amount not to exceed $131,728.84. Oceanna Fair seconded this motion. **ALL BOARD MEMBERS PRESENT VOTED TO PASS A RESOLUTION AUTHORIZING THE LAND BANK TO CONTRACT WITH B&G HOME RENOVATIONS FOR STABILIZATION WORK AT 109 MCALLISTER AS PROPOSED FOR AN AMOUNT NOT TO EXCEED $131,728.84.**

**E. Consider donation of 118 Barnes**

Katelyn explained that the owner of this house inherited it and does not believe it can be sold and that Dave Rowe concurs that it needs to be demolished. They are offering to donate it along with $10,000 to go toward the demolition, but expect the Land Bank to sell it to one of their relatives who is the only adjacent property owner. After some discussion the board asked her to explore whether they could utilize it to create a site for new construction. All agreed to table the matter until more research can be done.

**F. Set 2024 meeting schedule**

Mike LaFlair pointed out that the meetings would be on the third Tuesday of the month, not the first as stated in the executive summary, but that the dates listed were correct. Jonathan Link Logan moved to pass a resolution setting the 2024 regular board meetings at 8:00 AM on the third Tuesday of each month. Mike LaFlair seconded the motion. **ALL BOARD MEMBERS PRESENT VOTED TO PASS A RESOLUTION SETTING THE 2024 REGULAR BOARD MEETINGS AT 8:00 AM ON THE THIRD TUESDAY OF EACH MONTH.**

**VII. Discussion**

**A. 337 Shonnard St Rear - follow-up**

Katelyn and John Sidd briefed the board that the property appears to have been abandoned in error in 1996 and that William D'Angelo is offering to buy it now or to file an adverse possession claim. They advised the board accept his offer and avoid court. After some discussion the board agreed to table the matter until after the Attorney General's case against him is heard in court in early January.

**B. City's proposed amendments to the City of Syracuse Tax and Assessment Act**

John Sidd summarized the proposed legislation and the proposed Agency Agreement.

**C. Proposed Agency Agreement between the City and Land Bank**

John Sidd answered board members questions about how the relationship between the City and Land Bank would work per the proposed agreement. Oceanna Fair and Mike LaFlair suggested that it would be preferable if they could be reimbursed more than once annually if the cost grew to a large enough level. John Sidd stated that he could propose that amendment to the Corporation Counsel.

**D. City's proposal to create a Housing Trust Fund**

Katelyn Wright and Pat Hogan briefed the board on the proposed Housing Trust Fund that was passed by the Common Council the day prior.

### E. Executive session to discuss threatened litigation

Nancy Quigg moved to enter executive session to discuss threatened litigation. Mike LaFlair seconded the motion. **ALL BOARD MEMBERS PRESENT VOTED UNANIMOUSLY TO ENTER EXECUTIVE SESSION TO DISCUSS THREATENED LITIGATION AT 9:04 AM, INVITING JOHN SIDD AND KATELYN WRIGHT TO REMAIN.**

Nancy Quigg moved to leave executive session and resume regular session. Jonathan Link Logan seconded this motion. **ALL BOARD MEMBERS PRESENT VOTED UNANIMOUSLY TO LEAVE EXECUTIVE SESSION AND RESUME REGULAR SESSION AT 9:32 AM.**

## VIII. Adjournment

Mike LaFlair moved to adjourn the meeting. Jonathan Link Logan seconded the motion. **ALL BOARD MEMBERS PRESENT VOTED UNANIMOUSLY TO ADJOURN THE MEETING AT 9:33 AM.**