GREATER SYRACUSE
LAND BANK

Minutes
Greater Syracuse Property Development Corporation
Regular Meeting of the Board of Directors
8:00 AM Tuesday, February 20, 2024
431 E. Fayette Street, 3rd Floor
Syracuse, NY 13202

Board Members Present: Patrick Hogan, Nancy Quigg, Jonathan Link Logan, Oceanna Fair
Board Members Excused: Michael LaFlair
Others Present: Katelyn Wright, John Sidd (remote), Luke Avery-Dougherty, Daniel Stazzone, Terri Luckett, Shavel Edwards, Shannon Knickerbocker, Craig Swiecki, Cimone Jordan

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I. Call to order

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

II. Roll Call

Mr. Hogan confirmed that all board members except Michael LaFlair were present.

III. Proof of Notice

Mr. Hogan confirmed that notice of the meeting had been properly posted.

IV. Executive Summary & Financial Statements

Ms. Wright noted that the draft financial statements included in the packet are year-end but are just in draft form and they haven't done their year-end inventorial write-down yet so she expects they won't actually end the year with positive net income.

V. New Business

A. Authorize Sale of Multiple Properties

Ms. Wright summarized the offers received. She noted that they should also be seeking the board's authorization to sell ½ of 730 N. Alvord to Hopeprint. Jonathan Link Logan asked about whether there was enough room for the buyers of 403 Landon to fit a car behind their house at 401. Katelyn noted that she would check that.

Nancy Quigg moved to authorize the land bank to sell multiple properties and to amend the attached resolution to sell ½ of 730 N. Alvord to Hopeprint and ensure that the owners of 401 – 1 ½ Landon have enough room to access their back yard. Jonathan Link Logan seconded the motion. **ALL BOARD MEMBERS PRESENT VOTED TO PASS A RESOLUTION TO AUTHORIZE THE LAND BANK TO SELL MULTIPLE PROPERTIES AS AMENDED.**

B. Authorize Sale of 314 W. Pleasant Ave.

Ms. Wright explained that local investors have purchased the home next door and wish to purchase this property to renovate and operate as a rental. She noted that it is categorized as a demolition candidate.

Jonathan Link Logan moved to sell 314 W. Pleasant Ave. to Syracuse Development Group, LLC for $1,000. Nancy Quigg seconded this motion. **ALL BOARD MEMBERS PRESENT VOTED TO PASS A RESOLUTION TO AUTHORIZE THE LAND BANK TO SELL 314 W. PLEASANT AVE. TO SYRACUSE DEVELOPMENT GROUP, LLC FOR $1,000.**

C. 2024-25 City Budget Request

Katelyn noted that this was a good time to reach out to the Mayor and request that they be included in the upcoming City budget. She stated that they should likely request the same level of funding that they've received for the past two years, $750,000 of support for property maintenance has allowed them to roughly break even. She noted that they would likely also budget for funds to reimburse the Land Bank for expenses incurred under their agency agreement, but that she'd encourage the Mayor and Common Council to consider those two separate matters, either of which, if not funded, would drive the Land Bank into deficit spending. She explained that she can draft a letter for the board's consideration and get it sent out as soon as possible. After some conversation the board agreed that asking for a steady funding amount made sense and that no vote was needed.

D. Renew relocation assistance contract with Catholic Charities

Ms. Wright noted that they would be in need of Catholic Charities' assistance as the City starts foreclosing on properties again in late-spring/early-summer. She noted that she is proposing the board approve this as a noncompetitive, sole-source procurement since Catholic Charities is uniquely qualified to provide these services. Pat Hogan asked whether Catholic Charities was still providing this service since they didn't apply to the City for CBDG funding for this purpose. Katelyn confirmed that she inquired and they assured her that they want to continue this relationship with the Land Bank.

Oceanna Fair moved to authorize the Land Bank to renew their contract with Catholic Charities for relocation assistance. Nancy Quigg seconded this motion. **ALL BOARD MEMBERS PRESENT VOTED TO PASS A RESOLUTION TO AUTHORIZE THE LAND BANK TO RENEW THEIR CONTRACT WITH CATHOLIC CHARITIES FOR RELOCATION ASSISTANCE.**

E. Assignment of 2024 Lawn Contract

Ms. Wright explained that they've used MNS Pro Companies for many years and most recently awarded them a two-year contract after a late 2022 or early 2023 procurement. Moe Scoggins, who owns MNS Pro, has subbed the work out to his brother Gabriel who is starting a business called Clean Worx. Moe is helping Gabriel get set up and plans to help him apply for NYS MBE Certification. However, he needs two years of experience operating in this field to apply for MBE Certification. Allowing him to take over the remainder of the contract term will help him get the experience he needs. Katelyn noted that it was unusual for them to allow someone to assume a services contract, but that they are satisfied with the quality of his work and there would be no change in terms for the Land Bank. She recommended the board allow Clean Worx to assume the remainder of the contract term in furtherance of Section 11 of the Land Bank's procurement policy, which states, "It is the goal of the Land Bank to award a fair share of Procurement Contracts to Minority-Owned Business Enterprises and Women-Owned Business Enterprises."

Jonathan Link Logan moved to authorize the Land Bank to allow Clean Worx to assume MNS Pro's lawn mowing contract through 12/31/24. Nancy Quigg seconded this motion. **ALL BOARD MEMBERS PRESENT VOTED TO PASS A RESOLUTION TO AUTHORIZE THE LAND BANK TO ALLOW CLEAN WORX TO ASSUME MNS PRO'S LAWN MOWING CONTRACT THROUGH 12/31/24.**

F. Contract for stabilization projects

Ms. Wright shared a summary of all stabilization projects awarded to date under their LBI Phase II grant. She noted that if they award the work planned for 244 Hier and 324 Academy they'd have just over $38,000 left to spend.

She explained that they've done a fair amount of work over time at 324 Academy to ensure that the tenant living there won't have any significant maintenance concerns in the short-term after buying the home from the Land Bank. This will be the last of the work needed and the tenant is currently working on getting a mortgage pre-approval. She noted that even if she isn't pre-approved the Land Bank could hold the note as Ms. Little has been a timely rent-paying tenant here for several years.

She noted that 244 Hier has suffered extensive water damage and that this roof work and framing work is meant to replace any rotten structural members and decking/sheathing and keep the property water tight going forward until a buyer can fully renovate it.

Jonathan Link Logan noted that there is a tax-current lot next door that the Land Bank should try to purchase. Katelyn Wright thanked him for the reminder and said that she would try to reach the owners.

Jonathan Link Logan moved to authorize the Land Bank to contract with the lowest bidder for stabilization work at 244 Hier and 324 Academy. Nancy Quigg seconded this motion. **ALL BOARD MEMBERS PRESENT VOTED TO PASS A RESOLUTION TO AUTHORIZE THE LAND BANK TO CONTRACT WITH THE LOWEST BIDDER FOR STABILIZATION WORK AT 244 HIER AND 324 ACADEMY.**

G. 166 and 135-37 Palmer Ave deed in lieu of foreclosure

Ms. Wright explained that the buyers had already invested in replacing the roofs on both of these properties and obtained topographic surveys to argue to the City that they don't need to elevate the homes despite the fact that they are located in the FEMA floodplain, but that they and their attorney and Ms. Wright had not been able to successfully plead their case. The only way to proceed with renovation will require they fill the basements and elevate the homes and they have decided it cannot be cost effectively done. She noted that they purchased these homes because they have family on this street and wanted to improve the neighborhood. She went on to explain that this requirement seems to be enforced inconsistently as other buyers have had no trouble renovating homes in the flood plain without being required to elevate the structure. She noted that these buyers are requesting $5,000 per property in exchange for a deed in lieu of foreclosure to at least somewhat offset their losses. She indicated it would be a show of good will to do so since she hopes they buy other properties from the Land Bank after this.

Oceanna Fair moved to authorize the Land Bank to pay $5,000 each for deeds in lieu of foreclosure for these two properties. Nancy Quigg seconded the motion. **ALL BOARD MEMBERS PRESENT VOTED TO PASS A RESOLUTION TO AUTHORIZE THE LAND BANK TO PAY $5,000 EACH FOR DEEDS IN LIEU OF FORECLOSURE FOR THESE TWO PROPERTIES.**

H. Contract extension for La Liga's Westside Village project

Ms. Wright noted that when they entered into this contract with a deadline in February to secure the necessary funding, they anticipated that HCR would have announced by now the LIHTC awards from last fall's application round, but the announcement has not been made yet. She recommended they extend La Liga's deadline to secure funds to 12/31/24. In discussing, Jonathan Link Logan stressed the importance of identifying sites on the cross streets where owner-occupied housing will be built and Oceanna Fair stressed that they need to get the Peacemaking Center started asap on community engagement around this project.

Nancy Quigg moved to authorize the Land Bank to amend their contract with La Liga, giving them until 12/31/24 to secure all of their funding sources. Oceanna Fair seconded this motion. **ALL BOARD MEMBERS PRESENT VOTED TO PASS A RESOLUTION TO AUTHORIZE THE LAND BANK TO AMEND THEIR CONTRACT WITH LA LIGA, GIVING THEM UNTIL 12/31/24 TO SECURE ALL OF THEIR FUNDING SOURCES.**

I. Revisit acceptance of 104 Lynch Ave. as a donation

Ms. Wright noted that she's been dealing with the City's Law Department who is working with the attorney for the estate that owns 104 Lynch and not with the Cranesville Block Company directly which may have led to some misunderstanding. While Cranesville is the only logical buyer for this lot, they are only willing to pay $10,000 for the lot after demolition. That would leave the land bank covering the remaining demo costs, but they would plan to use grant funds to do so and the lot is small and not likely worth the $30k it might cost to demolish the house. She explained that she is seeking the board's authorization to accept 104 Lynch Ave. as a donation contingent upon first getting confirmation in writing that Cranesville will buy the lot for $10,000 once the house is demolished.

Nancy Quigg moved to authorize the Land Bank to accept 104 Lynch Ave. as a donation contingent upon first getting confirmation in writing that Cranesville will buy the lot for $10,000 once the house is demolished. Oceanna Fair seconded this motion. **ALL BOARD MEMBERS PRESENT VOTED TO PASS A RESOLUTION TO AUTHORIZE THE LAND BANK TO ACCEPT 104 LYNCH AVE. AS A DONATION CONTINGENT UPON FIRST GETTING CONFIRMATION IN WRITING THAT CRANESVILLE WILL BUY THE LOT FOR $10,000 ONCE THE HOUSE IS DEMOLISHED.**

J. 337 Shonnard St. Rear

Ms. Wright reminded the board that they'd been discussing this with Bill D'Angelo's attorney and that the board had been reluctant to sell him property while he was being sued by the NYS Attorney General. Oceanna Fair noted that the lawsuit was being settled and that only his properties with open lead violations were stopped from being sold and that he'd have to remediate those prior to selling. Ms. Wright confirmed that 337 Shonnard has its Certificate of Compliance and doesn't appear to have any lead violations. She noted that she was contacted the prior week by the attorney for Mr. D'Angelo's buyer who reported to her that this property was not on the AG's list. She noted that she'd want to see that in writing and that they'd want to confirm that the buyer, for whom this would be his first property in Syracuse, has a local licensed property manager. John Sidd suggested they should also require that they close simultaneously on this property and 337 Shonnard (front).

Jonathan Link Logan asked about the sales price and Ms. Wright noted that they don't seem to have made an offer. Oceanna Fair suggested they use the standard price for vacant lots.

Nancy Quigg moved to authorize the Land Bank to sell 337 Shonnard Street rear to Manirakiza Jamari for $976 subject to the conditions discussed above. Jonathan Link Logan seconded the motion. **ALL BOARD MEMBERS PRESENT VOTED TO PASS A RESOLUTION TO AUTHORIZE THE LAND BANK TO SELL 337 SHONNARD STREET REAR TO MANIRAKIZA JAMARI FOR $976 SUBJECT TO THE CONDITIONS DISCUSSED ABOVE.**

K. Authorize the Land Bank to contract for multiple demolitions

Katelyn noted that the City applied for and was awarded Restore NY funds for a handful of Westside projects and that they'd like to fund five demolitions. One of the five was recently condemned by the Fire Department and so the City will handle the demolition. She explained that she is working with Codes and NBD to ensure that the grant funds can cover the cost of that demolition. The other four received bids from four contractors and Crisafulli was the lowest on all four.

	Scanlon	Crisafulli	D&S	Bronze
215 Grand Ave.	$ 29,129.00	**$ 31,000.00**	$ 45,000.00	$ 37,250.00
135 N. Geddes St.	$ 34,492.00	**$ 27,350.00**	$ 62,000.00	$ 38,640.00
315 Richmond Ave.	$ 35,443.00	**$ 27,350.00**	$ 55,000.00	$ 38,950.00
323 Richmond Ave.	$ 43,825.00	**$ 36,800.00**	$ 72,000.00	$ 45,600.00

She asked the board's authorization to contract with them for these demolitions. Nancy Quigg asked how they were performing and if they were keeping up with the volume of work awarded to them. Katelyn confirmed that they are keeping up and that 2022 was an unusually high-volume year for their demolitions.

Jonathan Link Logan noted that they've had issues with timely reimbursement from the Restore NY program and asked if the Land Bank can afford to carry these as receivables for quite some time and Ms. Wright confirmed that they do have a sufficient fund balance to do so but that will be good to keep in mind.

Jonathan Link Logan moved to authorize the Land Bank to contract with Crisafulli for the demolitions of 215 Grand Ave, 135 N. Geddes St., 315 Richmond Ave, and 323 Richmond Ave. Nancy Quigg seconded this motion. **ALL BOARD MEMBERS PRESENT VOTED TO PASS A RESOLUTION TO AUTHORIZE THE LAND BANK TO CONTRACT WITH CRISAFULLI FOR THE DEMOLITIONS OF 215 GRAND AVE, 135 N. GEDDES ST., 315 RICHMOND AVE, AND 323 RICHMOND AVE.**

L. Lease for temporary office space

Ms. Wright reminded the board that they need to vacate their current office by the end of March and that they will need a temporary location until 366 W. Onondaga Street is ready. She explained that they have been working with Home HeadQuarters on a temporary location where the Salvation Army Barnabas Center used to be located at Salina and Beard. Oceanna Fair asked if there would be parking. Luke Avery-Dougherty confirmed that the basketball court is being turned into parking. Katelyn noted that she's still finalizing the lease terms, but that she'd bring this to the board next month.

VI. Discussion

A. Stickley House

Nancy Quigg asked for an update on the Stickley House. Luke Avery-Dougherty shared that they have send construction drawings to the National Park Service and the State Historic Preservation Office for their review and approval before the work can be put out to bid and that they are hoping to get it out to bid in March with construction starting this summer.

B. Upcoming Meetings

i. Schedule a special meeting at the end of March for audit

Ms. Wright asked the board members if they are available at 8:00 AM on Thursday, March 28 for a special meeting to approve the 2023 audit before it must be submitted to the ABO by 3/31. She didn't think it would be done in time for their regular meeting on 3/19. Nancy Quigg confirmed that this would be in addition to the regular meeting on 3/19. All agreed that it would work for them.

ii. **April 17, 9:30 AM – annual presentation to the County Legislature**
iii. **Scheduling annual presentation to City Council for early April – date/time TBD**

VII. Adjournment

ALL BOARD MEMBERS PRESENT UNANIMOUSLY AGREED TO ADJOURN THE MEETING AT 8:42 AM.