Minutes
Greater Syracuse Property Development Corporation
Regular Meeting of the Board of Directors
8:00 AM Tuesday, June 18, 2024
233 E. Washington Street; City Hall; iLab, 2nd floor
Syracuse, NY 13202

Board Members Present: Patrick Hogan, Nancy Quigg, Jonathan Link Logan, Oceanna Fair, Michael LaFlair
Others Present: Katelyn Wright, John Sidd, Daniel Stazzone, Shavel Edwards, Dave Rowe, Joel Kaigler, Terri Luckett, Luke Avery-Dougherty, Cimone Jordan, Shannon Knickerbocker

I. Call to order
Pat Hogan called the meeting to order at 8:08 AM.

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

III. Proof of Notice
Mr. Hogan confirmed that public notice was properly posted.

IV. Minutes
Jonathan Link Logan moved to approve the minutes from May 21 and May 30, 2024. Nancy Quigg seconded this motion. **ALL BOARD MEMBERS IN ATTENDANCE UNANIMOUSLY VOTED TO APPROVE THE MINUTES FROM MAY 21 AND MAY 30, 2024.**

V. Executive Summary & Financial Statements
Ms. Wright asked if there were any questions about the financial statements. There were none.

VI. New Business
A. Authorize Sale of Multiple Properties
Katelyn Wright summarized the purchase offers received. Mike LaFlair moved to authorize the Land Bank to sell multiple properties. Nancy Quigg seconded the motion. **ALL BOARD MEMBERS IN ATTENDANCE UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE LAND BANK TO SELL MULTIPLE PROPERTIES.**

B. Contract for multiple demolitions
Ms. Wright explained that they were seeking the board's authorization to contract with the lowest bidder for each of the houses listed only once they receive notice that their requested LBI contract increase has been approved, which they expect to her on June 26.

Nancy Quigg moved to authorize the land bank to contract with the lowest bidders for multiple demolitions, contingent upon receiving a sufficient LBI contract increase. Jonathan Link Logan seconded the motion. **ALL BOARD MEMBERS IN ATTENDANCE UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE LAND**

BANK TO CONTRACT WITH THE LOWEST BIDDERS FOR MULTIPLE DEMOLITIONS, CONTINGENT UPON RECEIVING A SUFFICIENT LBI CONTRACT INCREASE.

C. Contract for multiple stabilizations

Ms. Wright explained that these were both owner occupants who have nearly completed the interior renovations and are living in their homes, but have run into cost overruns and are having a hard time addressing the exterior renovations. Jonathan Link Logan asked if the contractors they've been using so far were encouraged to bid on this work and Ms. Wright and David Rowe confirmed that both have mostly done their own work to date. Ms. Wright recommended they select Global over JK Contracting because their bids are close and Global is a state certified MBE. She also noted that the owner of 1814 S State Street is pre-approved for a small loan from HHQ and they plan to draw that down fully and pay the remainder from LBI funding.

She noted that asbestos siding would need to be removed from 1814 S. State Street before they can begin the stabilization work planned with Onondaga Builders.

Jonathan Link Logan moved to authorize the Land Bank to contract with Onondaga Builders for exterior stabilization at 1814 S. State St. and Global Construction at 217-19 Kirk Ave. Nancy Quigg seconded this motion. **ALL BOARD MEMBERS IN ATTENDANCE UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE LAND BANK TO CONTRACT WITH ONONDAGA BUILDERS FOR EXTERIOR STABILIZATION AT 1814 S. STATE ST. AND GLOBAL CONSTRUCTION AT 217-19 KIRK AVE.**

D. Contract for asbestos removal at 1814 S State St.

Nancy Quigg moved to authorize the Land Bank to contract with Crisafulli for the removal and disposal of asbestos siding at 1814 S. State Street. Mike LaFlair seconded this motion. **ALL BOARD MEMBERS IN ATTENDANCE UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE LAND BANK TO CONTRACT WITH CRISAFULLI FOR THE REMOVAL AND DISPOSAL OF ASBESTOS SIDING AT 1814 S. STATE STREET.**

E. 433 Warner Renovations

Ms. Wright explained that the board voted previously to authorize them to use stabilization money for the exterior of this house, but that they plan to use unrestricted funds for the interior renovation. They will more than make this back on the sale of the house. She indicated that they had received bids on the electrical, HVAC, and plumbing work needed at the house and are seeking the board's authorization to contract with the lowest bidder for each.

Nancy Quigg moved to authorize the land bank to contract with the lowest bidders for the renovations suggested at 433 Warner Ave. Jonathan Link Logan seconded the motion. **ALL BOARD MEMBERS IN ATTENDANCE UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE LAND BANK TO CONTRACT WITH THE LOWEST BIDDERS FOR THE RENOVATIONS SUGGESTED AT 433 WARNER AVE.**

F. Gut 1120 Cannon St.

Ms. Wright explained that they are preparing specs to renovate four homes and that once they put them out to bid and have pricing, they will apply for HOME funds to fully renovate them and sell them to owner-occupants. She noted that 120 E Lafayette and 120 E Matson are already gutted to the studs and that the architect they're using prefers this so that they don't run into any surprises once the contractor starts opening up the walls. She stated that they didn't anticipate many surprises in the fourth house – 301 W. Colvin St. – so they'll include gutting that to the studs as part of the scope of work so they can replace the plumbing and electrical and insulate. They plan to leave the walls intact there since Codes would like to use if for a Healthy Homes training in September and it's in relatively good shape so they don't expect to find any surprise water or structural damage when they open the walls. She noted that they got two quotes to gut this house and are seeking the board's authorization to contract with the low bidder. Oceanna Fair asked whether they were concerned about change orders since there was such a large discrepancy between the two bids. Dave Rowe commented that the high bid was probably too high and that the low bid was probably too low, but that even if some change orders are requested it's still likely the best bet to go with G&C.

Nancy Quigg moved to authorize the Land Bank to contract with G&C to gut this property to the studs. Mike LaFlair seconded the motion. **ALL BOARD MEMBERS IN ATTENDANCE UNANIMOUSLY PASSED A RESOLUTION AUTHORIZING THE LAND BANK TO CONTRACT WITH G&C TO GUT 1120 CANNON STREET TO THE STUDS.**

VII. Discussion

A. Proposal for East Genesee Street

Ms. Wright described the three adjacent vacant lots and the buyer's plan to build a light manufacturing facility to build small greenhouses. She noted that they shared his plan with the Land Bank Citizens Advisory Board and that they had no objection to the use, but had concerns about the design. Katelyn noted that the new zoning code does have design standards for commercial properties and that the applicant has assured them that he and his architect would develop a plan that conforms to the zoning code requirements. Terri Luckett noted that light manufacturing would require a special use permit and Pat Hogan noted that Special Use Permits require Common Council approval. Jonathan Link Logan asked if they would enter into a similar contract with this buyer as they use for LIHTC projects where the buyer has to get all necessary zoning approvals prior to closing and Ms. Wright confirmed yes that they would, and that the buyer would likely want that so they don't have to close if zoning doesn't approve the plan. Oceanna Fair stated that the applicant should be prepared with things like job creation numbers and other community benefits to make his case when he comes back to this board, the planning commission, etc.

VIII. Adjournment

Nancy Quigg moved to adjourn. Mike LaFlair seconded the motion. **ALL BOARD MEMBERS VOTED UNANIMOUSLY TO ADJOURN AT 8:26 AM.**