

City of Syracuse
Industrial Development Agency
201 East Washington Street, 6th Floor
Syracuse, NY 13202
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Minutes
Board of Directors Meeting
Tuesday May 21, 2019

Board members Present: Michael Frame, Steven Thompson, Kathleen Murphy, Rickey Brown, Kenneth Kinsey.

Staff Present: Judith DeLaney, Sue Katzoff, Esq., John Vavonese, Debra Ramsey-Burns.

Others Present: Lauryn LaBorde, Anthony Delia, Theresa Morgan

I. Call Meeting to Order

Mr. Frame called the meeting to order at 8:00 a.m.

II. Roll Call

Mr. Frame acknowledged all Board members were present.

III. Proof of Notice

Mr. Frame noted notice of the meeting had been timely and properly provided.

IV. Minutes

Mr. Frame asked for a motion approving the minutes from the April 16, 2019 Board of Directors meeting. Mr. Kinsey made the motion. Mr. Brown seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED THE MINUTES FROM THE APRIL 16, 2019 BOARD OF DIRECTORS MEETING.**

V. New Business

Lakefront Redevelopment Area

Ms. DeLaney requested the Board approve a resolution authorizing a contract with Custom Lawnsapes for mowing and landscape maintenance in the Lakefront Development area for the 2019 mowing season in an amount not to exceed \$21,000.00. She said the area to be included was Franklin Square Park and portions of the Creekwalk and in response to a question by Mr. Frame advised the Agency solicited bids

for the work under the Agency's procurement policy as required. She noted funding for this came from PILOT funds restricted for use in the Franklin Square/Lakefront area.

After a brief discussion Mr. Frame asked for a motion to approve the resolution. Ms. Murphy made the motion. Mr. Brown seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED A RESOLUTION APPROVING AN AGREEMENT WITH THE CUSTOM LAWN-SCAPES, INC. IN CONNECTION WITH LANDSCAPING SERVICES TO BE PERFORMED IN THE LAKEFRONT REDEVELOPMENT AREA**

Franklin Square

Ms. DeLaney advised the Board the Agency was in receipt of a request from the City's Arborist to fund both the purchase of trees and the repair of tree scape damage in the Franklin Square neighborhood. She said the repair work (\$80,000.00) would be done by the City's contractor (Ballard Construction Inc.) and the tree purchase (\$3400.00) would also be through the contractor the City uses for that purpose. She noted per the Agency's procurement policy bids were not issued as the Agency will use the City's contractors to perform the work. She further advised the funding source would be from long standing restricted funds (Franklin Square PILOT) designated for improvements in the Franklin Square / Lakefront area.

There being no discussion Mr. Frame asked for a motion to approve the resolution. Mr. Kinsey made the motion. Mr. Brown seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED A RESOLUTION AUTHORIZING AGREEMENTS FOR THE PURCHASE OF TREES AND TREESCAPE REPAIR IN THE FRANKLIN SQUARE AREA IN AN AMOUNT NOT TO EXCEED \$83400.00**

Lipe Art Park

Ms. DeLaney requested the Board approve a motion authorizing a contract for landscape maintenance for 2019 for property owned by the Agency known as "Lipe Art Park" to Custom Lawn-scapes Inc. in an amount not to exceed \$2500.00. She noted the Agency's procurement policy was followed in soliciting bids.

After a brief discussion Mr. Frame asked for a motion to approve the resolution. Mr. Kinsey made the motion. Mr. Thompson seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED A RESOLUTION APPROVING AN AGREEMENT WITH THE CUSTOM LAWN-SCAPES, INC. IN CONNECTION WITH LANDSCAPING SERVICES TO BE PERFORMED IN LIPE ART PARK.**

2100-2103 (Rear) Coughlin Street

Ms. Katzoff advised the members the Agency had received a purchase offer to sell vacant parcels of land it owns at 2100 – 2103 (rear) Coughlin Avenue to Armoured One LLC. She said the specified parcels are landlocked and adjacent to the Company's offices at 386 North Midler Ave. She noted the Company a school security firm that provides training, security assessments and security glass products to school districts is in need of additional space to accommodate both its current space needs and its future plans for expansion and will use the parcels presently for parking.

Ms. Katzoff said an independent appraisal of the property was completed for the Agency recently and valued the property at \$27,000.00. A copy of the appraisal was provided to the Board members under separate cover. She said Armoured One has made an offer of \$29,500.00 to the Agency for the parcels.

She noted the Company's attorney Anthony D'Elia was present and at the request of Mr. Brown provided additional background on the firm. Mr. D'Elia said one of the owners of the firm is a former police officer who recognized the need for enhanced school security tools to protect schools against active shooter attack. He noted currently the firm locally has 35 fulltime employees and 35 part time employees some of whom come from different police backgrounds including the FBI and Homeland Security. He said as the firm continues to expand it intends to hire locally.

There being no further discussion, Ms. Katzoff advised the first resolution for the Board's discussion was a required SEQRA resolution determining the action would not have an effect on the environment. Mr. Frame asked for a motion. Mr. Thompson made the motion. Mr. Brown seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED A RESOLUTION CLASSIFYING A CERTAIN PROJECT AS AN UNLISTED ACTION PURSUANT TO THE STATE ENVIRONMENTAL QUALITY REVIEW ACT, DECLARING THE AGENCY LEAD AGENCY FOR PURPOSES OF AN UNCOORDINATED REVIEW THEREUNDER AND DETERMINING THAT THE ACTION WILL NOT HAVE A SIGNIFICANT EFFECT ON THE ENVIRONMENT.**

Ms. Katzoff then asked the Board to consider a resolution approving both a short term license agreement (while the sale is finalized) and acceptance of the purchase offer.

There being no discussion Mr. Frame asked for a motion to approve the resolution. Ms. Murphy made the motion. Mr. Kinsey seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED A RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF A LICENSE AGREEMENT BETWEEN THE AGENCY AND THE COMPANY AND AUTHORIZING THE NEGOTIATION OF A PURCHASE OFFER FOR THE SALE OF LAND.**

RPS Hotel Holdings LLC

Ms. Murphy left the meeting room during the discussion of this agenda item.

Ms. Katzoff advised the Board members the Agency had received correspondence from an owner of the Company advising the Company was withdrawing its application for financial assistance. She said one of the owners of the Company, Richard Pietrafesa was married to a member of the Board, Kathleen Murphy. Ms. Katzoff said that upon review she (Ms. Katzoff) determined the conflict of interest law which IDAs are subject to was very restrictive and that in this case recusal by Ms. Murphy would not have been sufficient to overcome the conflict. She said the owners were advised of this and consequently submitted a withdrawal letter.

Ms. Katzoff said the Agency has referred the owner of the Project to OCIDA and noted SIDA would no longer have any dealings with this Project

Agency Policies

Ms. DeLaney advised the Board members upon review staff became aware that several policies of the Agency indicated approvals and/or actions under the Policy were designated to be taken **solely** by the Executive Director. She said staff was recommending the policies in question be amended to provide such approval or action may be taken by **either** the Executive Director **or** the Chairman of the Agency.

There being no discussion Mr. Frame asked for a motion to amend policies as presented. Ms. Murphy made the motion. Mr. Thompson seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED A MOTION AMENDING THE FOLLOWING AGENCY POLICIES (PROPERTY DISPOSITON; INVESTMENT POLICY; LOCAL ACCESS POLICY;PROCUREMENT POLICY; TRAVEL POLICY) TO PROVIDE, IN EACH INSTANCE, WHERE APPROVAL OR ACTION IS REQUIRED THAT SUCH APPROVAL OR ACTION MAY BE TAKEN BY EITHER THE EXECUTIVE DIRECTOR OR THE CHAIRMAN OF THE AGENCY.**

327 Montgomery Street

Ms. DeLaney advised the members that the tenant of the Agency's property at 327 Montgomery St. had vacated the building. She said staff arranged to have the building cleaned out and a code inspection completed which the building passed. Staff is arranging for some security fencing to be replaced in the back of the building and until such times as a decision is made on its use the building is secure.

VI. Adjournment

There being no further business to discuss Mr. Frame asked for a motion to adjourn the meeting.

Mr. Kinsey made the motion. Mr. Brown seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED A MOTION TO ADJOURN THE MEETING AT 8:21 AM.**