
Syracuse Urban Renewal Agency

201 E. Washington Street, Suite 600
Syracuse, NY 13202
Tel (315) 448-8100 Fax (315) 448-8036

Minutes

Board of Directors Meeting
Tuesday February 27, 2018
3:00 pm
Mayor's Conference Room

Board Members Present: Mayor Ben Walsh, Treasurer David Delvecchio

Board Members Excused: Vice-Chair Helen Hudson

Staff Present: Stephanie Pasquale, Debra Ramsey-Burns, Meghan Ryan, Esq.

I. Call Meeting to Order

Mayor Walsh called the meeting to order at 3:08 p.m.

II. Roll Call

Mayor Walsh noted all Board members were present with the exception of Common Council President/Vice-Chair Helen Hudson.

III. Proof of Notice

Mayor Walsh acknowledged notice of the meeting had been timely and properly provided.

IV. Minutes

Mayor Walsh asked for a motion to accept the minutes from the October 24, 2017 Board of Directors meeting. Mr. Delvecchio made a motion to approve the minutes. Mayor Walsh seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED THE MINUTES FROM THE OCTOBER 24, 2017 BOARD OF DIRECTORS MEETING.**

V. New Business

1) Resolution No. 3396

Resolution No. 3396 authorizing a loan to Home Headquarters, Inc. in the amount of \$101,250 for new construction at 128 West Kennedy Street was presented to the Board by Ms. Pasquale. She advised the Board that the funds would be used to construct a single family home at 128 West Kennedy Street. Ms. Pasquale noted that the requested funds for this project, along with the funds the Board is being asked to commit for the projects in the next two resolutions are from a community initiative fund relating to the sale of what was the Trolley Lot. Some of the funds were used for community initiatives in certain areas of the City. Ms. Pasquale explained that the remaining balance of the Trolley Lot funds is over \$225,000, which is the total amount that will be allocated to all three projects, if the Board approves. Mayor Walsh asked Mr. Delvecchio how much unrestricted money SURA has. Mr. Delvecchio advised that the amount is over One Million Dollars so the money for these projects will come out of that unrestricted money.

Syracuse Urban Renewal Agency

201 E. Washington Street, Suite 600
Syracuse, NY 13202
Tel (315) 448-8100 Fax (315) 448-8036

Mayor Walsh asked for a motion on the resolution. Mr. Delvecchio made a motion to approve the resolution. Mayor Walsh seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY ADOPTED RESOLUTION NO. 3396.**

2) Resolution No. 3397

Resolution No. 3397 authorizing a loan to Syracuse Model Neighborhood Corporation (SMNC) in the amount of up to \$42,695 for demolition was presented to the Board. Ms. Pasquale advised that SMNC would use the funds to demolish a garage on the property and then develop the site with a parking lot as there will be a community café on the property. Ms. Ryan advised that the resolution presented to the Board only authorized demolition not construction and site development so if the Board approved those changes could be made to the resolution. Mayor Walsh asked for a motion on the resolution. Mr. Delvecchio made a motion to approve the resolution with the amendment allowing the use of the funds for construction and site development in addition to demolition. Mayor Walsh seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY ADOPTED RESOLUTION NO. 3397.**

3) Resolution No. 3398

Resolution No. 3398 authorizing a loan to Home Headquarters, Inc. in the amount of \$81,806.14 for new construction at 207 West Borden Avenue was presented to the Board. Ms. Pasquale advised that the funds would be used to construct a single family home at 207 West Borden Avenue. Mayor Walsh asked for a motion on the resolution. Mr. Delvecchio made a motion to approve the resolution. Mayor Walsh seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY ADOPTED RESOLUTION NO. 3398.**

4) Resolution No. 3399

Resolution No. 3399 authorizing personnel changes with the Syracuse Urban Renewal Agency was presented to the Board by Ms. Ryan. Ms. Ryan advised that she will bring the changes to the Board a couple times a year. This is done at the suggestion of the auditors. The previous Board approved changes in June 2017 so the personnel changes currently before this Board are changes since the last approval. There was a general discussion about SURA payroll. Mayor Walsh asked for a motion on the resolution. Mr. Delvecchio made a motion to approve the resolution. Mayor Walsh seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY ADOPTED RESOLUTION NO. 3399.**

5) Resolution No. 3400

Resolution No. 3400 authorizing the general designation of the Contracting Officer was presented to the Board by Ms. Ryan. She advised the Board that New York Public Authorities Law requires SURA to designate a contracting officer, specifically for the disposition of property. The Board previously designated Paul Driscoll as he was SURA's Secretary at the time of designation. Stephanie Pasquale is now SURA's Secretary as she is the current Commissioner of Neighborhood and Business Development.

Syracuse Urban Renewal Agency

201 E. Washington Street, Suite 600
Syracuse, NY 13202
Tel (315) 448-8100 Fax (315) 448-8036

Ms. Ryan advised that this Resolution is for a general designation of SURA's Secretary as SURA's Contracting Officer. Mayor Walsh asked for a motion on the resolution. Mr. Delvecchio made a motion to approve the resolution. Mayor Walsh seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY ADOPTED RESOLUTION NO. 3400.**

6) Resolution No. 3401

Resolution No. 3401 authorizing Bonadio & Co., LLP to perform annual audit services in conjunction with the City of Syracuse was presented to the Board. Mr. Delvecchio advised that the Council already approved a one year extension to contract with Bonadio to perform the joint audit. There will be a joint Request for Proposals with the City, School District and SURA that will be issued later this year for a joint audit for the fiscal year ending June 30 2018. Mayor Walsh asked for a motion on the resolution. Mr. Delvecchio made a motion to approve the resolution. Mayor Walsh seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY ADOPTED RESOLUTION NO. 3401.**

VI. Items for Discussion

1) SURA Audit 2016-2017

Mr. Delvecchio provided the Board with the complete Agency audit for 2016-2017. There was a general discussion of the audit findings and State filing requirements. Mr. Delvecchio also advised that the Board will vote on SURA's budget at the March meeting so it can be submitted on time.

2) Other business was discussed on such topics as Perseverance Park, SURA-owned property sales and SURA's finances.

VII. Adjournment

There being no further business to discuss, Mayor Walsh asked for a motion to adjourn the meeting. Mr. Delvecchio made the motion. Mayor Walsh seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED THE MOTION TO ADJOURN THE MEETING AT 3:46 P.M.**