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## Syracuse Urban Renewal Agency

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

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### Minutes

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

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**Board Members Present:** Mayor Ben Walsh, Vice-Chair Helen Hudson, Treasurer David Delvecchio

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

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#### I. Call Meeting to Order

Mayor Walsh called the meeting to order at 3:10 p.m.

#### II. Roll Call

Mayor Walsh noted all Board members were present.

#### 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 February 27, 2018 Board of Directors meeting. Ms. Hudson made a motion to accept the minutes. Mr. Delvecchio seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED THE MINUTES FROM THE FEBRUARY 27, 2018 BOARD OF DIRECTORS MEETING.**

#### V. New Business

##### 1) Resolution No. 3402

Resolution No. 3402 approving the 2018-2019 Budget for the Syracuse Urban Renewal Agency was introduced to the Board by Mr. Delvecchio. Mr. Delvecchio advised the Board that the budget before them is consistent with past SURA budgets. He also advised the Board that there is a revolving fund for payroll. The amount budgeted for payroll does include health insurance as that is ultimately paid directly by the City. Ms. Hudson inquired about the number of employees currently on the SURA payroll. Mayor Walsh stated that there has been an effort to reduce the number. Mayor Walsh asked for a motion on the Resolution. Mr. Delvecchio made a motion to approve the resolution. Ms. Hudson seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY ADOPTED RESOLUTION NO. 3402.**

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### **2) Resolution No. 3403**

Resolution No. 3403 authorizing amending SURA Resolution No. 3397 was introduced by Ms. Ryan. She advised that Resolution No. 3397, which authorized a loan to Syracuse Model Neighborhood Corporation (SMNC) for demolition, construction and site development at 1551 South Salina Street, stated the loan term would be deferred after the issuance of a Certificate of Completion by Code Enforcement for the demolition permit. Ms. Ryan stated that she believes it is more practical for the loan to be deferred after satisfactory completion of the final site, including satisfactory construction of the parking lot in addition to the issuance of the Certificate of Completion as the loan is not just for demolition, but construction and site development as well. Ms. Hudson stated that she had some concerns about the project. Ms. Pasquale advised that she believed it was a good project and good for the neighborhood. Mayor Walsh asked for a motion. Mr. Delvecchio made a motion to approve the resolution. Mayor Walsh seconded the motion. Ms. Hudson opposed the motion. **THE MOTION TO ADOPT RESOLUTION NO. 3403 PASSED 2-1.**

## **VI. Items for Discussion**

### **1) Review of SURA-owned Property**

Ms. Pasquale provided the Board with a complete list of SURA properties. The list included recommendations from the Department of Neighborhood and Business Development (NBD) on what to do with each property such as try to convey or reserve for SURA purposes. Ms. Ryan explained that SURA adopted property disposition guidelines that must be followed before any SURA properties can be transferred. SURA typically uses the auction method. There are several steps to the auction process that must be followed before the Board can approve a sale. Ms. Pasquale advised that it would be prudent for SURA to sell a lot of the properties as they are financially burdensome due to real property taxes and maintenance. Mayor Walsh asked that SURA do a better job of maintaining the overgrowth at 1344-46 West Onondaga Street, which is vacant land. There was a general discussion about the possibility of transferring that property to the City.

### **2) Financial Report – year to date**

Ms. Pasquale provided the Board with a cash balance sheet that was prepared by NBD. She pointed out that there has been no activity in many years on a couple items on the sheet and asked Mr. Delvecchio if those items could be unrestricted. Mr. Delvecchio advised that they were just never used for the intended purpose so they could be unrestricted. Ms. Pasquale pointed out some other items that SURA could potentially use elsewhere. There was a discussion about whether or not the funds have to be officially released due to a restriction or if the funds are just set aside as allocations for certain projects. Ms. Ryan said she would look into whether or not these items require Board action.

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### VII. Adjournment

There being no further business to discuss, Mayor Walsh asked for a motion to adjourn the meeting. Mr. Delvecchio made the motion. Ms. Hudson seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED THE MOTION TO ADJOURN THE MEETING AT 3:36 P.M.**