

---

## 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 August 23, 2016  
3:00pm  
Mayor's Conference Room

---

**Board Members Present:** Mayor Stephanie A. Miner, David Delvecchio, Paul Driscoll

**Staff Present:** Meghan Ryan, Esq., Lindsay Speicher

---

#### I. Call Meeting to Order

Mayor Miner called the meeting to order at 3:03 pm.

#### II. Roll Call

Mayor Miner noted all board members were present except for Vice-Chair Van Robinson, who was absent.

#### III. Proof of Notice

Mayor Miner noted notice of the meeting had been timely and properly provided.

#### IV. Minutes

Mayor Miner asked for a motion to approve the minutes from the August 2, 2016 Board of Directors meeting. Mr. Delvecchio made the motion. Mayor Miner seconded the motion. All board members present unanimously approved the minutes from the August 2, 2016 Board of Directors meeting.

#### V. New Business

##### 1) **Resolution No. 3376**

Resolution 3376 authorizing the disposal of 139 Nelson Street to the highest recorded bidder at auction for less than fair market value was introduced. Paul Driscoll explained that this property was bid on by the Land Bank which owns a critical mass of property on Nelson Street, and hopes to create a redevelopment strategy for the street. Mayor Miner made a motion to approve the resolution which was seconded by Mr. Delvecchio. Resolution 3376 was thereafter unanimously adopted.

##### 2) **Resolution No. 3377**

Resolution 3377 authorizing the use of Perseverance Park a yoga fundraiser with the Cuse Pit Crew on September 24<sup>th</sup>, 2016 at 10:00 am was introduced. Meghan Ryan explained that a license agreement will be signed for the event and all participants will be required to complete waivers. Mayor Miner made a motion to approve the resolution which was seconded by Mr. Delvecchio. Resolution 3377 was thereafter unanimously adopted.

---

## **Syracuse Urban Renewal Agency**

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

---

### **VI. Items for Discussion**

#### **1) Updating SURA's procurement Policy**

Meghan Ryan introduced the need for clarification of certain language in SURA's Procurement Policy. The language in the policy is ambiguous regarding the amount that can be spent by SURA staff without board approval. The board agreed the language should be clarified, and inquired whether the current amount of Five Hundred Dollars (\$500.00) is an appropriate threshold. Meghan Ryan will research best procurement practices for similar boards and clarify the language in the written policy. Once the Board has additional information, they will review and vote on an updated procurement policy.

#### **2) Criteria for Events at Perseverance Park**

The board discussed the possibility of adopting specific criteria for events being held in Perseverance Park by outside groups. With the impending renovation, there has been a significant increase in interest in using the Park for community events. The Board discussed standardizing requirements for outside groups to use the space. Meghan Ryan will research "community standards" to be reviewed by the Board at an upcoming meeting.

### **VII. Adjournment**

There being no further business to discuss, Mayor Miner asked for a motion to adjourn the meeting. Mr. Delvecchio made the motion and Mayor Miner seconded the motion. All board members present unanimously approved a motion to adjourn the meeting at 3:23pm.