

**CITY OF UTICA URBAN RENEWAL AGENCY
OFFICIAL MEETING MINUTES – JUNE 12, 2014
1 KENNEDY PLAZA, UTICA, NEW YORK 13502**

MEMBERS ATTENDING: Phil Montana, Fred Matrulli, Mike Mahoney, Joan Harris

OTHERS ATTENDING: Cathy Mack, Andy Brindisi, Brian Thomas

EXCUSED: Mayor Palmieri

ABSENT: Ed Bucciero, Samantha Colosimo-Testa

CALL TO ORDER: By Brian Thomas at 9:41 AM

ITEM # 1 Approval of Agency Minutes

Fred Matrulli made a motion to accept the minutes of the May 29, 2014 board meeting. The motion was seconded by Phil Montana and passed unanimously.

ITEM #2 925 Catherine Street

An offer was received from Esteban Santana in the amount of \$4,000.00 for the property located at 925 Catherine Street. The bidder plans to renovate for primary/income property.

Mike Mahoney made a motion to table the offer for 2 weeks because the bidder was not present at the meeting. The motion was seconded by Fred Matrulli and passed unanimously.

Phil Montana made a motion to rescind the table on the property because the bidder showed up to the meeting about 20 minutes later. The motion was seconded by Fred Matrulli and passed unanimously.

Fred Matrulli made a motion to designate Esteban Santana as a qualified and eligible project sponsor for the redevelopment of 925 Catherine Street with the condition that all applicable codes are complied with and any necessary permits are obtained for work to be completed on the property. The motion was seconded by Mike Mahoney and passed unanimously.

ITEM #3 1043 Mathews Avenue

An offer was received from Maritza Cardona in the amount of \$8,000.00 for the property located at 1043 Mathews Avenue. The bidder plans to renovate for primary residence.

Fred Matrulli made a motion to designate Maritza Cardona as a qualified and eligible project sponsor for the redevelopment of 1043 Mathews Avenue with the condition that all applicable codes are complied with and any necessary permits are obtained for work to be completed on the property. Also, that the 1203 Inspection on her James Street property is complied prior to closing. The motion was seconded by Mike Mahoney and passed unanimously.

ITEM #4 1118 Court Street

An offer was received from Adam Vienneau in the amount of \$250.00 for the property located at 1118 Court Street. The bidder plans to create parking for his adjacent property.

Mike Mahoney made a motion to designate Adam Vienneau as a qualified and eligible project sponsor for the redevelopment of 1118 Court Street with the condition that all applicable codes are complied with and any necessary permits are obtained for work to be completed on the property. Also, that all of his codes issues on his other property are complied prior to closing. The motion was seconded by Phil Montana and passed unanimously.

ITEM #5 1531 Steuben Street

An offer was received from Morris Lopez in the amount of \$1,000.00 for the property located at 1531 Steuben Street to renovate for primary residence.

Fred Matrulli made a motion to designate Morris Lopez as a qualified and eligible project sponsor for the redevelopment of 1531 Steuben Street with the condition that all applicable codes are complied with and any necessary permits are obtained for work to be completed on the property. The motion was seconded by Phil Montana and passed unanimously.

ITEM #6 913 Catherine Street

An offer was received Carlos R. Suero in the amount of \$6,000.00 for the property located at 913 Catherine Street to renovate for primary residence.

Mike Mahoney made a motion to designate Carlos R. Suero as a qualified and eligible project sponsor for the redevelopment of 913 Catherine Street with the condition that all applicable codes are complied with and any necessary permits are obtained for work to be completed on the property. The motion was seconded by Fred Matrulli and passed unanimously.

ITEM #7 446-448 Columbia Street

An offer was received from Nathanael P. Morrissey in the amount of \$250.00 for the property located at 446-448 Columbia Street to create parking for his adjacent property.

Mike Mahoney made a motion to designate Nathanael P. Morrissey as a qualified and eligible project sponsor for the redevelopment of 446-448 Columbia Street with the condition that all applicable codes are complied with and any necessary permits are obtained for work to be completed on the property. Also, that the 1203 Inspection due on his property is complied prior to closing. The motion was seconded by Phil Montana and passed unanimously.

ITEM #8 1206 Court Street

An offer was received from David Giglio in the amount of \$16,000.00 for the property located at 1206 Court Street to renovate for income property.

Fred Matrulli made a motion to table the property for 30 days and have staff continue to market and accept new applications. The motion was seconded by Joan Harris and passed unanimously.

ITEM #9 809 Noyes Street & 1403 Lincoln Avenue

An offer was received from Raymond Mendez in the amount of \$5,000.00 for the property located at 809 Noyes Street & 1403 Lincoln Avenue to renovate for primary residence. A second offer was received from Somnang Chea in the amount of \$10,000.00 to renovate for primary residence.

ITEM #10 940 Lenox Avenue

An offer was received from Marta & Jose Roman in the amount of \$1,000.00 for the property located at 940 Lenox Avenue to renovate for income property.

Mike Mahoney made a motion to designate Marta & Jose Roman as a qualified and eligible project sponsor for the redevelopment of 940 Lenox Avenue with the condition that all applicable codes are complied with and any necessary permits are obtained for work to be completed on the property. Also, that the ROP on their property is cleared prior to closing. The motion was seconded by Phil Montana and passed unanimously.

ITEM #11 1115 Park Avenue & 1110 Summit Place

An offer was received from Adel Browne & Mirele Muratovic in the amount of \$1,000.00 for the property located at 1115 Park Avenue & 1110 Summit Place to renovate for income property.

Mike Mahoney made a motion to designate Adel Browne & Mirele Muratovic as a qualified and eligible project sponsor for the redevelopment of 1115 Park Avenue & 1110 Summit Place with the condition that all applicable codes are complied with and any necessary permits are obtained for work to be completed on the property. Also, that the 1203 on their property is cleared prior to closing. The motion was seconded by Phil Montana and passed unanimously.

ITEM #12 720 Saratoga Street

An offer was received from Angela M. Cardoza in the amount of \$250.00 for the property located at 720 Saratoga Street to fence and create parking for her adjacent property.

Fred Matrulli made a motion to designate Angela M. Cardoza as a qualified and eligible project sponsor for the redevelopment of 720 Saratoga Street with the condition that all applicable codes are complied with and any necessary permits are obtained for work to be completed on the property. The motion was seconded by Phil Montana and passed unanimously.

ITEM #13 22 Grant Street

An offer was received from UNHS, Inc. in the amount of \$250.00 for the property located at 22 Grant Street to maintain as green space.

Fred Matrulli made a motion to designate UNHS, Inc. as a qualified and eligible project sponsor for the redevelopment of 22 Grant Street with the condition that all applicable codes are complied with and any necessary permits are obtained for work to be completed on the property. The motion was seconded by Mike Mahoney and passed unanimously.

ITEM #14 736 Lafayette Street

An offer was received from Ronald Fess in the amount of \$10,000.00 for the property located at 736 Lafayette Street to renovate for income property.

Phil Montana made a motion to designate Ronald Fess as a qualified and eligible project sponsor for the redevelopment of 736 Lafayette Street with the condition that all applicable codes are complied with and any necessary permits are obtained for work to be completed on the property. Also, that the ROP inspection is complied prior to closing. The motion was seconded by Mike Mahoney and passed unanimously.

ITEM #15 Personnel Matters

Brian Thomas asked the boards consideration to create the position of Administrative Aide in the Urban Renewal Agency. He expressed the need for the position due to the previous employee of the Agency leaving their employ with the City and leaving a vacancy and putting all that positions responsibilities onto the Confidential Secretary to the Commissioner of Urban and Economic Development. He supplied the Board with the job description as well as the breakdown of the salary, which was proposed at \$31,000.00 per year.

Fred Matrulli made a motion to create the position of Administrative Aide in the Urban Renewal Agency at a salary of \$31,000.00 per year. The motion was seconded by Joan Harris and passed unanimously.

ITEM #16 Transfer of Funds

The following transfer of funds needs Agency approval:

From: CU58620 471 Urban Renewal-Miscellaneous	\$42,775.00
To: CU58620 101 Urban Renewal- Salaries	\$31,000.00
To: CU58620 801 Urban Renewal – Retirement	\$2,800.00
To: CU58620 802 Urban Renewal – FICA	\$1,975.00
To: CU58620 803 Urban Renewal – Medical	\$7,000.00

Explanation: Transfer within cost centers to provide funding to cover funding of the Administrative Aide position.

Fred Matrulli made a motion to approve the Transfer of Funds. The motion was seconded by Joan Harris and passed unanimously.

ITEM #17 Resolution to Reimburse City Of Utica

In doing its business the URA requires the use of the City personnel, equipment, and buildings. The Agency has agreed in principle to pay, upon demand, the City for such uses and the Comptroller’s Office has submitted a request for payment of such uses which totals \$220,057.26. A resolution was drafted with the terms of the reimbursement for the Boards consideration.

Fred Matrulli made a motion to approve the Resolution granting the reimbursement to the City of Utica. The motion was seconded by Mike Mahoney and passed unanimously.

ITEM #18 Executive Session

Mike Mahoney made a motion to enter into Executive Session at 10:46a.m.to review applications submitted to the Agency. The motion was seconded by Joan Harris and passed unanimously. Mike Mahoney made a motion to come out of Executive Session at 10:51a.m. The motion was seconded by Fred Matrulli and passed unanimously.

ITEM #19 809 Noyes Street & 1403 Lincoln Avenue

Mike Mahoney made a motion to designate Raymond Mendez as a qualified and eligible project sponsor for the redevelopment of 809 Noyes Street & 1403 Lincoln Avenue with the condition that all applicable codes are complied with and any necessary permits are obtained for work to be completed on the property. The

motion was seconded by Fred Matrulli and passed unanimously.

ITEM #20 Adjournment

Mike Mahoney made a motion to adjourn the meeting at 10:55a.m. The motion was seconded by Joan Harris and passed unanimously.

Respectfully submitted this 26th day of June, 2014

Cathy Mack