

A regular meeting of the Village of Victor Urban Renewal Agency (URA) was held on Wednesday, April 13, 2016 at the Village Hall, 60 East Main Street.

MEMBERS PRESENT:	Chairperson	Carol Commisso
	Member	Joseph Lopez
	Member	Jason Shelton
	Member	Jeffery A. Smithe
	Member	Michelle Chalupa
	Minutes Clerk	Roseanne Turner-Adams

Meeting was called to order by Chairperson Carol Commisso at 7:00 pm.

Salute to the flag

Resolution #10-16URA

Acceptance of Minutes

On a motion by Jason Shelton, seconded by Joseph Lopez, the following resolution was ADOPTED 5 AYES 0 NAYS

Resolved, to accept the minutes dated March 9, 2016.

Resolution #11-16URA

Financials

On a motion by Jeffery A. Smithe, seconded by Michelle Chalupa, the following resolution was ADOPTED 5 AYES 0 NAYS

Resolved, to approve the financials as follows:

Bank Balances as of 03/31/16

Current Assets:

Cash consisting of:

Checking Acct with Five Star	\$ 119.96
Money Market Acct with Five Star	\$ 6,298.24
Certificate of Deposit--Five Star	\$ 0.00
Revolving Loan Acct with Five Star	\$ 5,418.98

Total cash accounts	\$11,837.18
---------------------	-------------

Other Current Assets:

Loans Receivable – Current	\$ 0.00
Total Current Assets	\$ 11,837.18

Other Assets (Land)	\$189,500.00
Total Current Assets	\$201,337.18
<u>Liabilities and Net Assets</u>	
Current Liabilities	
Accounts Payable	\$ 0.00
Net Assets	
Net Assets 06/01/15	\$209,807.73
Change in Fund Balance	(\$8,470.55)
Net Assets available 03/31/2016	\$201,337.18
<u>Accounts Payable & Net Assets</u>	\$201,337.18

Resolution #12-16URA
Appointment of Five Star Bank

On a motion by Jeffery A. Smithe, seconded by Jason Shelton, the following resolution was ADOPTED 5 AYES 0 NAYS

Resolved, to appoint Five Star as the official financial depository of the Urban Renewal Agency.

Resolution #13-16URA
Reverter Clause – Victor Free Library

Whereas, the Village of Victor Urban Renewal Agency transferred property to the Victor Free Library; and,

Whereas, that deed of conveyance contained a reverter clause basically reverting the property back to the Urban Renewal Agency if the property is ever used for a purpose other than that of a public library; and,

Whereas, in order to preserve that right of reverter Section 345 of the Real Property Law requires that the Urban Renewal Agency must file with the Ontario County Clerk a declaration of intention to preserve the right of reverter between the 27th and 30th year after the reverter clause is recorded; and,

Whereas, the Urban Renewal Agency wishes to keep the right of reverter in effect and remind itself of this requirement,

NOW therefore on a motion of Joseph Lopez seconded by Michelle Chalupa

BE IT HEREBY RESOLVED

1. That the Village of Victor Urban Renewal Agency reaffirms its intention to preserve the reverter clause as set forth in the deed from the Urban Renewal Agency to the Victor Free library in 1995; and,
2. The Urban Renewal Agency again declares their intention to file a declaration of intention to preserve the reverter clause between the years 2022 and 2025; and,
3. That as a reminder to future boards this resolution should be discussed every year at the annual organization meetings of both the Village of Victor and the Urban Renewal Agency.

Motion carried 5 AYES 0 NAYS

Resolution #14-16URA
Chairperson Appointment—Carol Commisso

On motion made by Jeffery A. Smithe, seconded by Jason Shelton, the following resolution was ADOPTED 4 AYES 0 NAYS 1 ABSTAIN

Resolved, that the Victor Urban Renewal Agency appoints Carol Commisso as Chairperson for 1 year beginning April 1, 2016.

Resolution #15-16URA
Vice Chairperson Appointment— Jeffery A. Smithe

On motion made by Joseph Lopez, seconded by Jason Shelton, the following resolution was ADOPTED 4 AYES 0 NAYS 1 ABSTAIN

Resolved, that the Victor Urban Renewal Agency appoints Jeffery A. Smithe as Vice Chairperson for 1 year beginning April 1, 2016.

Resolution #16-16URA
Treasurer Appointment—Jason Shelton

On motion made by Michelle Chalupa, seconded by Jeffery A. Smithe, the following resolution was ADOPTED 4 AYES 0 NAYS 1 ABSTAIN

Resolved, that the Victor Urban Renewal Agency appoints Jason Shelton as Treasurer for 1 year beginning April 1, 2016.

Resolution #17-16URA
Victor Garden Club Plant Sale

On motion made by Jason Shelton, seconded by Michelle Chalupa, the following resolution was ADOPTED 5 AYES 0 NAYS

Resolved to give permission to the Victor Garden Club to hold a plant sale in the Victor Free Library parking lot May 7, 2016, subject to Victor Garden Club signing the hold harmless agreement and submitting proof of liability insurance.

Review URA By-Laws

Ms. Commisso asked the URA members to review the URA By-Laws. The members discussed the most recent version of the By-Laws and agreed that they should remain as is.

Review Discretionary Fund Policy

Ms. Commisso read the policy of the Victor Urban Renewal Agency governing the use of the URA's Discretionary Funds. "URA will not use its funds to further interests beyond those which are the enumerated power, duty, and purpose of the URA. The use of its funds shall, in all cases, directly relate to the mission and public purpose of URA. The funds of URA may not be spent in support of the private or personal interests or to the benefit of directors, management, or staff."

Member Reports

Jason Shelton stated that when the weather gets nicer that the URA members take a walking tour of the URA district and take some photographs as well. The members unanimously agreed. Mr. Shelton also thanked Mr. Lopez for his many years of service to the URA.

Village Board Liaison Report

Ms. Commisso stated that she will be the Village Board Liaison going forward and that the URA will be receiving \$2,500 from the Village Board to assist with the Façade Improvement program and annual audit costs.

Chairperson Report

Ms. Commisso stated that the Façade Improvement program met in March and that the letters went out with a deadline of May 15th to respond. Ms. Commisso stated that if a project is approved the work must be completed by October 31st to receive funds. Ms. Commisso asked if the URA members could reach out to the businesses in the URA district on the façade improvement mailing list to see if they need any help with the application.

Discussion regarding properties in the URA district that could benefit from the façade improvement program

Discussion amongst board as to the amount that the URA should allocate for the Façade Improvement Program in 2016

Resolution #18-16URA
Allocate Funds - Façade Improvement Program

On motion of Jason Shelton, seconded by Michelle Chalupa, the following resolution was ADOPTED 5 AYES 0 NAYS

Resolved, that the Urban Renewal Agency allocate \$10,000 for the 2016 Façade Improvement Program.

Ms. Commisso stated that the tree board has received a designation that Victor is a 'tree city USA' and have received a plaque from the Governor and a flag that the board has asked to be hung on the flagpole in Mead Square Park.

Resolution #19-16URA
Tree Board Flag in Mead Square Park

On motion of Michelle Chalupa, seconded by Jason Shelton, the following resolution was ADOPTED 5 AYES 0 NAYS

Resolved, that the Urban Renewal Agency allow the tree board flag be hung in Mead Square Park.

Chairperson Report Continued

Ms. Commisso stated that the Library has submitted an application to the Building Department to enclose their back porch to use for storage. Ms. Commisso stated that once the Building Department makes their comments and recommendations that the URA will take care of it from there.

Ms. Commisso stated that the Planning Board usually meets the 3rd Wednesday of the month but in July the Chairperson will be out of the country and asked if the URA would be willing to give up the meeting night of July 13th.

Resolution #20-16URA
Cancel July 13th URA Meeting

On motion of Jeffrey A, Smithe, seconded by Joseph Lopez, the following resolution was ADOPTED 5 AYES 0 NAYS

Resolved, that the Urban Renewal Agency cancel the July 13th meeting.

Chairperson Report Continued

Ms. Commisso stated that at the last Village Government and Business Alliance meeting that the URA Chair is assigned to it was brought up that the URA needs their own plan. Ms. Commisso stated that there is a specific URA plan from 2002 and asked the URA members to review the plan and discuss it at the May meeting. Ms. Commisso stated that the URA should be working with the Planning Board in the future and have a plan of action for the URA district.

Ms. Commisso stated that there are training sessions that she would like the URA members to attend. May 9th at the Town Hall at 6pm Dave Tantillo of the Town Board is holding a communications workshop at 6pm & May 19th at the Burgundy Basin Inn a Planning related training session in which Ms. Commisso will email details to each member.

Ms. Commisso thanked Mr. Lopez for his expertise and many years of working as a member of the URA. Mr. Lopez stated that it was great working with everybody and may come back someday.

Adjournment

Meeting was adjourned on motion at 8:05 pm.

Roseanne Turner-Adams, Minutes Clerk