

An organizational meeting of the Village of Victor Urban Renewal Agency (URA) was held on Wednesday, April 10, 2019 at the Village Hall, 60 East Main Street.

MEMBERS PRESENT:	Chairperson	Jason Shelton
	Vice Chairperson	Michelle Chalupa
	Treasurer	Linda Tice
	Member	Carol Commisso
	Minutes Clerk	Roseanne Turner-Adams

Meeting was called to order by Chairperson Jason Shelton at 7:00 pm.

Salute to the flag

Resolution #04-19URA
Acceptance of Minutes

On a motion by Michelle Chalupa, seconded by Carol Commisso, the following resolution was ADOPTED 4 AYES 0 NAYS

Resolved, to accept the minutes dated January 22, 2019.

Resolution #05-19URA
Financials

On a motion by Michelle Chalupa, seconded by Carol Commisso, the following resolution was ADOPTED 4 AYES 0 NAYS

Resolved, to approve the financials as follows:

Bank Balances as of 03/31/19

Current Assets:

Cash consisting of:

Checking Acct with Five Star	\$ 6,466.43
Money Market Acct with Five Star	\$ 3,299.74
Certificate of Deposit--Five Star	\$ 0.00
Revolving Loan Acct with Five Star	\$ 5,416.34

Total cash accounts	\$ 15,182.51
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Other Current Assets:

Loans Receivable – Current	\$ 0.00
Total Current Assets	\$ 15,182.51

Other Assets (Land)	\$189,500.00
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Total Current Assets	\$204,682.51
<u>Liabilities and Net Assets</u>	
Current Liabilities	
Accounts Payable	\$ 0.00
Net Assets	
Net Assets 06/01/18	\$201,376.45
Change in Fund Balance	(\$3,306.06)
Net Assets available 03/31/2016	\$204,682.51
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<u>Accounts Payable & Net Assets</u>	\$204,682.51

Ms. Tice stated that she read through the audit that was prepared by Raymond F. Wager for the year end 5/31/18 and everything was approved but there was one comment regarding the segregation of duties. Ms. Tice read their comments into the record "the URA does not have an intermunicipal agreement in place with the Village of Victor indicating the amount they will contribute, and if there are any restrictions on the use of the money. In addition there is no formal written request from the Agency to the Village indicating the amount requested, or subsequent reporting as to how the money was spent. We recommend this situation be reviewed and the appropriate corrective action be developed during this next fiscal year."

Ms. Commisso stated that when preparing for the budget any requests for money that the URA makes go to the Village Treasurer to file. Ms. Commisso stated that there is no intermunicipal agreement but she doesn't believe that there are any restrictions on the money. Mr. Shelton stated that the URA is part of the Village. Ms. Tice asked if the URA should write up a response. Ms. Commisso suggested discussing it with Village Treasurer Diane White to see what she recommends.

Resolution #06-19URA
Appointment of Five Star Bank

On a motion by Carol Commisso, seconded by Linda Tice, the following resolution was ADOPTED 4 AYES 0 NAYS

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

Resolution #07-19URA
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 Carol Commisso 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 Farmington 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 4 AYES 0 NAYS

Resolution #08-19URA

Chairperson Appointment—Jason Shelton

On motion made by Michelle Chalupa, seconded by Linda Tice, the following resolution was ADOPTED 3 AYES 0 NAYS 1 ABSTAIN (Jason Shelton)

Resolved, that the Victor Urban Renewal Agency appoints Jason Shelton as Chairperson for 1 year beginning April, 2019.

Resolution #09-19URA

Vice Chairperson Appointment— Michelle Chalupa

On motion made by Linda Tice, seconded by Carol Commisso, the following resolution was ADOPTED 3 AYES 0 NAYS 1 ABSTAIN (Michelle Chalupa)

Resolved, that the Victor Urban Renewal Agency appoints Michelle Chalupa as Vice Chairperson for 1 year beginning April, 2019.

Resolution #10-19URA
Treasurer Appointment—Linda Tice

On motion made by Carol Commisso, seconded by Jason Shelton, the following resolution was ADOPTED 3 AYES 0 NAYS 1 ABSTAIN (Linda Tice)

Resolved, that the Victor Urban Renewal Agency appoints Linda Tice as Treasurer for 1 year beginning April, 2019.

Resolution #11-19URA
Victor Garden Club Plant Sale

On motion made by Carol Commisso, seconded by Michelle Chalupa, the following resolution was ADOPTED 4 AYES 0 NAYS

Resolved to give permission to the Victor Garden Club to hold a plant sale in the Victor Farmington Library parking lot May 4, 2019, subject to Victor Garden Club signing the hold harmless agreement and submitting proof of liability insurance.

Resolution #12-19URA
Request for Payment – Raymond F Wager CPA

On motion of by Michelle Chalupa, seconded by Linda Tice, the following resolution was ADOPTED 4 AYES 0 NAYS

Resolved to approve the payment request for an audit totaling \$1,995.00, to be paid to Raymond F Wager CPA

Review URA By-Laws

Mr. Shelton asked the URA members to review the URA By-Laws. The members discussed the most recent version of the By-Laws and agreed that no changes are needed this year.

Ms. Commisso stated that part of what the URA was told during the code review was that the URA didn't have any power unless it was approved by the Planning Board. Ms. Commisso stated that when they first came up with the Urban Renewal Plan the URA had the authority to approve anything in the URA district without involving the Planning Board or Zoning Board. Mr. Shelton agreed. Ms. Chalupa stated that if the URA members are questioning what power and abilities they still have as a board that they should explore those now. Ms. Commisso stated that it is a good time to discuss the role of the URA with the Village Board. Ms. Chalupa stated that she would make a call

to NYCOM. Mr. Shelton stated that now is the time to find out. Mr. Shelton stated that he will set up a meeting with the Mayor to discuss the role of the URA.

Discussion regarding URA land in Village and role of URA

Member Reports

Michelle Chalupa-Ms. Chalupa stated that she talked to a couple of different Village residents who had concerns over the numerous empty storefronts in the Village. Ms. Chalupa stated that she was thinking about what abilities the URA has to partner with Kathy Rayburn of LDC to help resolve this issue. Ms. Commisso stated that it is part of Kathy Rayburn's job and that at the next LDC meeting the strategic plan will be discussed which includes the development of downtown. Ms. Commisso encouraged the URA members to come to the meeting on April 23 at 6pm at Town Hall. Ms. Chalupa stated that the person that she talked to felt that there is more focus on development in the Town and the Village doesn't seem to get the attention it is due. Ms. Chalupa stated that she is correct in saying that there are a lot of vacancies in the Village. Ms. Commisso stated that it is concerning.

Carol Commisso-Ms. Commisso stated that at one of the LDC meetings the past president of LDC talked about possibly partnering with URA on future projects in the village.

Linda Tice-Ms. Tice stated that she has noticed the many vacancies in the Village and has concerns and if anyone is doing anything about filling those spaces. Ms. Chalupa stated that she would like to know why the businesses are leaving and what sort of businesses could come in and stay. Ms. Tice expressed concerns for the building owners with empty storefronts and their ability to fill the vacancies before funds run out. Ms. Chalupa stated that many of the businesses are moving from the Village into the Town.

Discussion regarding empty storefronts

Ms. Commisso stated that it would be a great idea to get the URA, Planning Board, Zoning Board & Kathy Rayburn together to talk about some of these issues and see how they can all work together on tangible action items regarding the Dadras Plan. Ms. Chalupa stated that the Dadras Plan includes buildings that are already occupied and now that there are many vacant buildings the focus should be on the vacancies rather than already occupied buildings.

Chairperson Report

Jason Shelton-Mr. Shelton stated that his goal and vision for the next year is to focus on the Dadras plan and to get a lot done. Mr. Shelton stated that the next official URA meeting is July 10th and he will reach out to the Mayor to get some answers to the idea of a group meeting and keep everyone in the loop.

Adjournment

Meeting was adjourned on motion at 8:00 pm.

Roseanne Turner-Adams, Minutes Clerk