I. Call to Order

II. Additions/Deletions from Agenda

III. Public Comment (3-min. max. per person)

IV. Review of Meeting Minutes: April 28, 2022

V. Economic Development Committee (EDC)
   A. East Hill Fire Station Urban Renewal Project
      1. Accept transfer of real estate and City/developer option agreement - resolution
      2. Meeting schedule to develop proposed disposition and development agreement - review
   B. Committee Chairperson Report

VI. Neighborhood Investment Committee (NIC) – Committee Chairperson Report

VII. Other Business
   A. Homeless & Housing Needs Assessment for Tompkins County – discuss
   B. Open Meeting Law Amendments - potential resolution regarding remote participation by individual members
   C. IURA Financials Review: April 2022
   D. IURA Chairperson Report
   E. Common Council Liaison Report
   F. Staff Report

VIII. Motion to Adjourn

NEXT MEETING: 8:30 A.M., June 23, 2022 (likely IN-PERSON)

If you have a disability and require accommodation in order to fully participate, please contact the CITY OF ITHACA CLERK’S OFFICE at 274-6570 at least 72 hours prior to the meeting.
DRAFT MINUTES

ITHACA URBAN RENEWAL AGENCY

VIRTUAL MEETING

9:05 A.M., Thursday, April 28, 2022

Members: Tracy Farrell; Karl Graham, Vice-Chair; Laura Lewis, Acting Mayor;

Excused: Chris Proulx, Chair; Eric Rosario

Others: Rob Gearhart, Common Council Liaison

Staff: Nels Bohn; Anisa Mendizabal; Charles Pyott; Lisa Nicholas, Acting Director of Planning & Development

Guests: None

I. Call to Order

Vice-Chair Graham called the meeting to order at 9:05 A.M.

II. Agenda Additions/Deletions

None.

III. Public Comment (3-min. max. per person)

None.

III. Review of Meeting Minutes: March 24, 2022

Farrell moved, seconded by Lewis, to approve the meeting minutes, with no modifications.

Carried Unanimously: 3-0

IV. Audit Committee

A. Election of Committee Chairperson

Lewis moved, seconded by Farrell:

2021 IURA Audit Committee Election of Vice-Chairperson & Nomination of Chairperson

WHEREAS, the IURA By-laws provide that the committee membership shall elect its own committee Vice-Chairperson and nominate to the Agency a member to serve as Chairperson of the Audit Committee, and

WHEREAS, officers of each committee serve a one-year term, but continue to hold office until their successor is selected or appointed, and

WHEREAS, the current committee officers are:
Chairperson: Eric Rosario
Vice-Chairperson: Karl Graham, and

WHEREAS, at its April 28, 2022 meeting, the IURA Audit Committee called for nominations for Vice-Chair and Chair of the IURA Audit Committee; and

WHEREAS, the IURA Audit Committee elected Karl Graham as Committee Vice-Chairperson and nominated Eric Rosario as Committee Chairperson, now, therefore; be it

RESOLVED, that the IURA hereby elects Eric Rosario as Chairperson of the IURA Audit Committee.

Carried Unanimously: 3-0

B. Approval of Audited 2021 IURA Financial Report

Graham noted both the Governance Committee and Audit Committee reviewed the report and recommended approval.

Graham moved, seconded by Lewis:

Approval of 2021 IURA Financial Audit Report

WHEREAS, the Ithaca Urban Renewal Agency (IURA) derives the majority of its finances from grants awarded to the City of Ithaca, and

WHEREAS, for financial reporting purposes, the IURA is a blended component unit of the City of Ithaca whose financial activity is reported in the Special Grant Fund, a governmental fund of the City of Ithaca financial statements, and

WHEREAS, the IURA contracts separately from the City to have its finances audited within 90 days of the end of its Fiscal Year to comply with the Public Authorities Accountability Act, and

WHEREAS, the IURA received an audited 2021 draft IURA financial report in March 2022, and

WHEREAS, at its April 15, 2022 meeting, the IURA Governance Committee reviewed the financial report and attached correspondence; now, therefore, be it

RESOLVED, the IURA hereby approves the Financial Report of the Ithaca Urban Renewal Agency for the period January 1, 2021 through December 31, 2021, prepared by the accounting firm of Insero & Company, LLP.

Carried Unanimously: 3-0

C. Report from Committee Chairperson

Graham noted the Committee also reviewed the 2021 Internal Controls and Separation of Duties portion of the 2021 IURA Financial Audit Report.
V. Governance Committee (GC)

A. 2021 Public Authority Reporting

Bohn explained that the IURA is considered a Public Authority under New York State Law, which involves numerous annual reporting requirements. The Governance Committee reviewed all the reporting materials, including supplementary information, and raised no concerns.

Graham moved, seconded by Lewis:

Approval of Reports Submitted to NYS Authorities Budget Office (ABO)

WHEREAS, pursuant to the Public Authorities Accountability Act (PAAA), as amended, the IURA is required on an annual basis to submit reports to the New York State Authorities Budget Office (ABO), and

WHEREAS, the IURA Director of Community Development is designated to certify accuracy of the reporting, and

WHEREAS, the reporting is due to be submitted within 90 days of the end of the fiscal year, and

WHEREAS, it is appropriate that IURA members exercise oversight over the staff reporting to the ABO, and

WHEREAS, at its meeting of April 15, 2022, the IURA Governance Committee reviewed the reporting and recommends the following action; now, therefore, be it

RESOLVED, that the IURA hereby approves FY2021 IURA public authority reports submitted to the New York State Authorities Budget Office, including the following:

- Budget report
- Annual report
- Procurement report
- Investment report
- Certified financial audit report

Carried Unanimously: 3-0

B. Policy to Prohibit Personal Loans to Members & Staff

Bohn explained one of the questions in the Public Authorities Accountability Act Report asks about personal loans to Board members and staff, so he drafted the proposed resolution to formally adopt a policy prohibiting the extension of credit to Board members and staff. He noted that the IURA has not made personal loans to any member or staff to his knowledge.
Farrell moved, seconded by Lewis:

IURA Policy — Prohibit Extension of Credit to Board Members & Staff

WHEREAS, Section 2824 of Public Authorities Law establishes roles and responsibilities of Board members of public authorities, and

WHEREAS, paragraph 5 of section 2824 prohibits local authorities from extending personal loans to any officer, board member or employee of an authority, and

WHEREAS, the Ithaca Urban Renewal Agency (IURA) is a local public authority, and

WHEREAS, the annual public authorities reporting questionnaire completed by the IURA asks if the authority has established a policy prohibiting the extension of credit to board members and staff in accordance with Section 2824 (5) of public authority law, and

WHEREAS, the IURA has never extended credit to any board member or staff but has not established a specific policy in accordance with Section 2824 (5), and

WHEREAS, at its April 15, 2022, meeting, the IURA Governance Committee discussed this matter and recommended the following action; now, therefore be it

RESOLVED, that the IURA hereby adopts as policy that the IURA hereby prohibits extending credit, in the form of a personal loan to or for any officer, Board member, or employee of the IURA.

Public Authorities Law PBA §2824 (5). Notwithstanding any provision of any general, special or local law, municipal charter or ordinance to the contrary, no board of a state or local authority shall, directly or indirectly, including through any subsidiary, extend or maintain credit, arrange for the extension of credit, or renew an extension of credit, in the form of a personal loan to or for any officer, board member or employee (or equivalent thereof) of the authority.

Carried Unanimously: 3-0

C. 1st Amendment to 2022 IURA Budget

Bohn reported that the Governance Committee reviewed and approved the proposed resolution, which seeks to address unanticipated expenses, including purchasing a replacement for a 13-year old desktop computer, as well as several other one-time IT-related expenses. In 2021, the IURA did not incur any hardware expenses under the “Equipment/Furniture/Software” line-item. The anticipated extra revenue from the sales of 239 and 240 Cherry Street would more than off-set the $3,300 in expenses.
Graham moved, seconded by Farrell:

1st Amendment to 2022 IURA Budget

WHEREAS, the 2022 adopted IURA budget provided $1,600 for expenses included in the equipment/furniture/software budget line, and

WHEREAS, in February 2022, the City instituted a heightened security protocol requiring installation of security software on all hardware, which raised compatibility issues for older hardware, and

WHEREAS, due to normal obsolescence and required upgrades to install new City security software, the IURA requires replacement of two laptops, a desktop, and a printer to replace that will exceed the budgeted amount for equipment and software, and

WHEREAS, the following expenses are projected in 2022 for equipment and software:

- $1,517  2 - laptops replacements
- $656    1 - desktop CPU replacement
- $293    1 - Accountant printer replacement
- $149    1 - Zoom subscription
- $179    1 - Adobe subscription
- $96     1 - Office 365 subscription
- $350    1 - QuickBooks subscription – desktop Pro version
- $60     1 - Tompkins Trust Company (TTC) electronic checks subscription

$3,300 Total

WHEREAS, the lessees of 239 Cherry Street and 240 Cherry Street have informed the IURA of intent to exercise their options in 2022 to acquire properties that they currently lease from the IURA, and

WHEREAS, the purchase prices are $26,640 and $39,400 for the two properties, respectively, and

WHEREAS, at its April 15, 2022 meeting, the IURA reviewed this matter and recommended the following action; now, therefore, be it

RESOLVED, that the IURA hereby amends its 2022 budget to increase expenses in the equipment/furniture/software category from $1,600 to $3,300 and recognize a $66,040 budgeted increase in revenues from sale of property.

Carried Unanimously: 3-0

D. Fiscal Position of IURA — Review

Bohn explained that the Governance Committee regularly reviews the IURA’s fiscal position, as illustrated in the Bank Account Analysis table below. All account balances have been relatively stable. The primary figure of interest is the “Non-CDBG (#05)” account at the bottom, which represents the IURA’s own independent funds, not tied to Federal regulations. The IURA needs to ensure the account balance is as robust as possible, since it provides the IURA with flexibility in the event other revenue streams decline.
Bohn noted the balance in the “Non-CDBG (#05)” account has decreased slightly from prior years, although that simply in comparison to the revenue windfall the IURA received in 2020 when the Cayuga Green project’s loans were repaid. The IURA has since made new loans using those funds: (1) Ithaca Neighborhood Housing Services (INHS) Sunflower House at 107-109 S. Titus Ave.; and (2) INHS acquisition of 324 W. Buffalo St. (Catholic Charities building). One restriction applicable to the “Non-CDBG (#05)” account is that the IURA cannot issue loans or award grants with those funds: “A state and local authority (other than an industrial development agency) formed as public benefit corporation may not award grants or issue loans of its own funds unless such power is expressly permitted in its enabling statute. The authority to make grants and execute loans is not an implied power of a public benefit corporation.” “Non-CDBG (#05)” funds can, however, be used for administrative costs, contract agreements, and real estate investments. Bohn noted the HODAG (Housing Development Action Grant) account must be used for low- and moderate-income (LMI) rental housing projects. The “CD-RLF (#02)” account (Community Development-Revolving Loan Fund) can be used for issuing loans to businesses. The IURA earns approximately $11,000 per month from its loans.

E. Annual Self-Evaluation of Board Performance — Review

Bohn explained that an aggregated summary table of four of five IURA Board members’ anonymous annual evaluation of the Board’s performance can be found on the next page. While most Board members agree with each other regarding most of the listed criteria, there are a few criteria where there is less agreement. The Governance Committee suggested adding a space on the form to add a comment, so people have the opportunity to provide more detail and clarity.
## Summary Results of Confidential Evaluation of Board Performance

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Agree</th>
<th>Somewhat Agree</th>
<th>Somewhat Disagree</th>
<th>Disagree</th>
</tr>
</thead>
<tbody>
<tr>
<td>Board members have a shared understanding of the mission and purpose of the Authority.</td>
<td>3</td>
<td>1</td>
<td></td>
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<tr>
<td>The policies, practices and decisions of the Board are always consistent with this mission.</td>
<td>3</td>
<td>1</td>
<td></td>
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</tr>
<tr>
<td>Board members comprehend their role and fiduciary responsibilities and hold themselves and each other to these principles.</td>
<td>3</td>
<td>1</td>
<td></td>
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</tr>
<tr>
<td>The Board has adopted policies, by-laws, and practices for the effective governance, management and operations of the Authority and reviews these annually.</td>
<td>4</td>
<td></td>
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</tr>
<tr>
<td>The Board sets clear and measurable performance goals for the Authority that contribute to accomplishing its mission.</td>
<td>3</td>
<td>1</td>
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<tr>
<td>The decisions made by Board members are arrived at through independent judgment and deliberation, free of political influence or self-interest.</td>
<td>3</td>
<td>1</td>
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<tr>
<td>Individual Board members communicate effectively with executive staff so as to be well informed on the status of all important issues.</td>
<td>3</td>
<td>1</td>
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<tr>
<td>Board members are knowledgeable about the Authority’s programs, financial statements, reporting requirements, and other transactions.</td>
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<td>1</td>
<td></td>
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</tr>
<tr>
<td>The Board meets to review and approve all documents and reports prior to public release and is confident that the information being presented is accurate and complete.</td>
<td>2</td>
<td>1</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>The Board knows the statutory obligations of the Authority and if the Authority is in compliance with state law.</td>
<td>2</td>
<td>2</td>
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<tr>
<td>Board and committee meetings facilitate open, deliberate and thorough discussion, and the active participation of members.</td>
<td>4</td>
<td></td>
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<tr>
<td>Board members have sufficient opportunity to research, discuss, question and prepare before decisions are made and votes taken.</td>
<td>2</td>
<td>2</td>
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</tr>
<tr>
<td>Individual Board members feel empowered to delay votes, defer agenda items, or table actions if they feel additional information or discussion is required.</td>
<td>3</td>
<td>1</td>
<td></td>
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<tr>
<td>The Board exercises appropriate oversight of the CEO and other executive staff, including setting performance expectations and reviewing performance annually.</td>
<td>2</td>
<td>1</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>The Board has identified the areas of most risk to the Authority and works with management to implement risk mitigation strategies before problems occur.</td>
<td>2</td>
<td>1</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Board members demonstrate leadership and vision and work respectfully with each other.</td>
<td>4</td>
<td></td>
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</table>

Name of Authority: **Ithaca Urban Renewal Agency**

Date Completed: **April 15, 2022**

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### F. Report from Committee Chairperson

None.
VI. Neighborhood Investment Committee (NIC)

A. 2022 Community-Based Development Organization (CBDO) & Community Housing Development Organization (CHDO) Designations

1. Historic Ithaca, Inc. — CBDO Resolution

Graham explained that IURA staff reviews all CBDO and CHDO applications to ensure each organization meets the eligibility criteria, including the Board member eligibility test.

Graham moved, seconded by Farrell:

2022 IURA Designation of Historic Ithaca, Inc. (HI) As Community-Based Development Organization (CBDO)

WHEREAS, the Board of Historic Ithaca, Inc. (HI) seeks designation by the Ithaca Urban Renewal Agency (IURA) as a Community-Based Development Organization (CBDO), and

WHEREAS, the City of Ithaca has designated the IURA to administer the City’s HUD Entitlement Program that oversees Community Development Block Grant funds awarded to the City, and

WHEREAS, an eligible category of CDBG activities is a “Special Activity by CBDO,” that offers certain advantages, such as exemption from the 15% expenditure cap otherwise applicable to public service activities, authorization to carry out new housing construction (normally prohibited with CDBG funds), and discretion to allow income generated by a CDBG-funded activity to not be considered CDBG program income, and

WHEREAS, the following four tests established at CFR Title 24 §570.204 must be met to qualify under a category of “Special Activity by CBDOs:”

1. The entity qualifies as a CBDO, including the 51% board membership test;
2. The CBDO will undertake an eligible project;
3. That the CBDO will carry out the funded activity directly or with an entity other than the grantee;
4. That the CBDO will not carry out a prohibited activity, and

WHEREAS, a CBDO must maintain at least 51% of its governing body’s membership to be made up of any combination of the following:

- Low- and moderate income residents of its area of operation
- Owners or senior officers of private establishments and other institutions located in its area of operation
- Representatives of low- and moderate-income neighborhood organizations located in its area of operation, and

WHEREAS, a CBDO must have as its primary purpose the improvement of the physical, economic, or social environment of its geographic area of operation, with a particular emphasis on the needs of low- and moderate-income persons, and
WHEREAS, the project undertaken by the CBDO must qualify as one or more of the following project types:
- neighborhood revitalization;
- community economic development;
- energy conservation project; and

WHEREAS, IURA evaluated HI’s CBDO application and recommended the following; now, therefore, be it

RESOLVED, the IURA determines that Historic Ithaca, Inc. meets the requirements for eligibility as a CBDO, and that the HI’s “Work Preserve Job Training: Job Placements” program qualifies as an eligible CBDO activity; and be it further

RESOLVED, that the IURA hereby designates Historic Ithaca, Inc. as a Community-Based Development Organization (CBDO) and its “Work Preserve Job Training: Job Placements” as eligible for CDBG funding under the category of “Special Activities by CBDOs.”

Carried Unanimously: 3-0

2. Finger Lakes ReUse, Inc. — CBDO Resolution

Graham moved, seconded by Farrell:

2022 IURA Designation of Finger Lakes ReUse, Inc. (ReUse) as a Community-Based Development Organization (CBDO)

WHEREAS, the Board of Finger Lakes ReUse, Inc. (ReUse) seeks designation by the Ithaca Urban Renewal Agency (IURA) as a Community-Based Development Organization (CBDO), and

WHEREAS, the City of Ithaca has designated the IURA to administer the City’s HUD Entitlement Program that oversees Community Development Block Grant funds awarded to the City, and

WHEREAS, an eligible category of CDBG activities is a “Special Activity by CBDO”, that offers certain advantages, such as exemption from the 15% expenditure cap otherwise applicable to public service activities, authorization to carry out new housing construction (normally prohibited with CDBG funds), and discretion to allow income generated by a CDBG-funded activity to not be considered CDBG program income, and

WHEREAS, the following four tests established at CFR Title 24 §570.204 must be met to qualify under a category of “Special Activity by CBDOs”:
1. The entity qualifies as a CBDO, including the 51% board membership test;
2. The CBDO will undertake an eligible project;
3. That the CBDO will carry out the funded activity directly or with an entity other than the grantee;
4. That the CBDO will not carry out a prohibited activity, and
WHEREAS, a CBDO must maintain at least 51% of its governing body’s membership to be made up of any combination of the following:

- Low- and moderate income residents of its area of operation
- Owners or senior officers of private establishments and other institutions located in its area of operation
- Representatives of low- and moderate-income neighborhood organizations located in its area of operation, and

WHEREAS, a CBDO must have as its primary purpose the improvement of the physical, economic, or social environment of its geographic area of operation, with a particular emphasis on the needs of low- and moderate-income persons, and

WHEREAS, the project undertaken by the CBDO must qualify as one or more of the following project types:

- neighborhood revitalization;
- community economic development;
- energy conservation project; and

WHEREAS, IURA evaluated ReUse’s CBDO application and recommended the following; now, therefore, be it

RESOLVED, that the IURA determines that Finger Lakes ReUse, Inc. meets the requirements for eligibility as a CBDO, and that the ReUse’s “Green Job Opportunities Through Reuse” program qualifies as an eligible CBDO activity, and be it further

RESOLVED, that the IURA hereby designates Finger Lakes ReUse as a Community-Based Development Organization (CBDO) and its “Job Training for Career Pathways” as eligible for CDBG funding under the category of “Special Activities by CBDOs.”

Carried Unanimously: 3-0

3. GIAC, Inc. — CBDO Resolution

Graham moved, seconded by Lewis:

2022 IURA Designation of Greater Ithaca Activities Center, Inc. (GIAC, Inc.) As Community-Based Development Organization (CBDO)

WHEREAS, the Board of Greater Ithaca Activities Center, Inc. (GIAC, Inc.) seeks designation by the Ithaca Urban Renewal Agency (IURA) as a Community-Based Development Organization (CBDO), and

WHEREAS, the City of Ithaca has designated the IURA to administer the City’s HUD Entitlement Program that oversees Community Development Block Grant (CDBG) funds awarded to the City, and
WHEREAS, an eligible category of CDBG activities is a “Special Activity by CBDO,” that offers certain advantages, such as exemption from the 15% expenditure cap otherwise applicable to Public Services activities, authorization to carry out new housing construction (normally prohibited with CDBG funds), and discretion to allow income generated by a CDBG-funded activity to not be considered CDBG program income, and

WHEREAS, the following four tests established at CFR Title 24 §570.204 must be met to qualify under a category of “Special Activity by CBDOs:”
1. The entity qualifies as a CBDO, including the 51% board membership test;
2. The CBDO will undertake an eligible project;
3. That the CBDO will carry out the funded activity directly or with an entity other than the grantee;
4. That the CBDO will not carry out a prohibited activity, and

WHEREAS, a CBDO must maintain at least 51% of its governing body’s membership to be made up of any combination of the following:
• Low- and moderate income (LMI) residents of its area of operation
• Owners or senior officers of private establishments and other institutions located in its area of operation
• Representatives of low- and moderate-income neighborhood organizations located in its area of operation, and

WHEREAS, a CBDO must have as its primary purpose the improvement of the physical, economic, or social environment of its geographic area of operation, with a particular emphasis on the needs of low- and moderate-income persons, and

WHEREAS, the project undertaken by the CBDO must qualify as one or more of the following project types:
• neighborhood revitalization;
• community economic development;
• energy conservation project; and

WHEREAS, IURA evaluated GIAC Inc.’s CBDO application and recommended the following; now, therefore, be it

RESOLVED, that the IURA determines that Greater Ithaca Activities Center, Inc. meets the requirements for eligibility as a CBDO, and that the GIAC Inc.’s “Hospitality Employment Training Program (HETP)” qualifies as an eligible CBDO activity, and be it further

RESOLVED, that the IURA hereby designates Greater Ithaca Activities Center, Inc. as a Community-Based Development Organization (CBDO) and its “Hospitality Employment Training Program (HETP) Job Placements” program as eligible for CDBG funding under the category of “Special Activities by CBDOs.”

Carried Unanimously: 3-0
4. Ithaca Neighborhood Housing Services (INHS), Inc. — CHDO & CBDO Resolution

Bohn explained that HUD allows CHDOs to be automatically designated as CBDOs, but only when the service area is confined. Since INHS’ service area now extends further than the City, the IURA will need to ask HUD to approve the designation.

Graham moved, seconded by Lewis:

**2022 Designation of Ithaca Neighborhood Housing Services, Inc. (INHS)**
**As Community Housing Development Organization (CHDO) & Community-Based Development Organization (CBDO)**

WHEREAS, the Ithaca Urban Renewal Agency (IURA) has been designated by the City of Ithaca as the Lead Agency to develop, administer and implement the HUD Entitlement Grant program, including funds received through the HOME Investment Partnerships (HOME) program, and

WHEREAS, grant recipients under the HOME program are termed Participating Jurisdictions (PJs), and

WHEREAS, PJs must reserve not less than 15% of their HOME allocation for investment in housing to be developed, sponsored, or owned by Community Housing Development Organizations (CHDOs), and

WHEREAS, each PJ must annually identify CHDOs that are capable of carrying out projects to address priority housing needs identified in the Consolidated Plan, and

WHEREAS, a CHDO is a specific type of community-based non-profit organization as defined in 24 CFR §92.2, and

WHEREAS, on October 1, 2021, Ithaca Neighborhood Housing Services, Inc. (INHS) submitted materials documenting its qualifications and requested renewal of its designation as a CHDO by the IURA, and

WHEREAS, on March 14, 2022, IURA Staff completed a point-in-time review of said documents, and

WHEREAS, at its April 8, 2022 meeting, the Neighborhood Investment Committee of the Ithaca Urban Renewal Agency compared the submitted materials against CHDO criteria and recommends the following; now, therefore be it

**RESOLVED**, that the IURA, acting in its capacity as the Lead Agency for the Participating Jurisdiction of the City of Ithaca, hereby renews its designation of Ithaca Neighborhood Housing Services, Inc. as a CHDO for the 2022 Action Plan, and be it further
RESOLVED, that the IURA, acting in its capacity as the Lead Agency for the Participating Jurisdiction of the City of Ithaca, and pursuant to 24 CFR §570.204(c)(3) hereby renews its designation of Ithaca Neighborhood Housing Services, Inc. as a Community Based Development Organization (CBDO) for the 2022 Action Plan, pending input from HUD.

Carried Unanimously: 3-0

B. Report from Committee Chairperson

Graham reported that the IURA may need to recapture up to $15,000 in grant funds from the Salvation Army’s CDBG-CV Emergency Assistance Program if it does not identify more households for mortgage payment assistance.

VII. Other Business

A. IURA Financials Review: March 2022

Graham remarked two activities in the Grants Summary have been flagged for not being on schedule: Alternatives Federal Credit Union’s (AFCU) Small Business Resiliency Fund (SBRF) project and the Salvation Army project mentioned earlier. Bohn explained that the IURA still needs documentation from AFCU to approve reimbursements for six of the small-business loans. The IURA/AFCU funding agreement expired in December 2021. He plans to issue a letter to AFCU to either submit cost documentation materials or relinquish potential reimbursements of approximately $25,000 as the project is targeted to be closed out by the end of May.

Mendizabal added there is a similar issue with the CDBG-CV “Ithaca CARES About Re-Opening Child Care” Child Development Council of Central NY (CDC) project. CDC has been unable to obtain some documentation from several of its childcare providers.

Graham noted if the Salvation Army continues to have difficulty with its client outreach efforts, the IURA may need to recapture those funds. Mendizabal added any recaptured CDBG-CV funds would need to be used for a COVID-19-related activity.

Bohn noted he recommends any unexpended AFCU funds be returned to the Community Development-Revolving Loan Fund (CD-RLF).

Bohn explained that HUD requires that CDBG-funded activities be carried out and spent down in a timely manner, which is achieved if 60 days prior to the end of the IURA’s Program Year, the amount of all CDBG funds available to the IURA, but undisbursed by HUD, is less than 1.5 times the entitlement grant amount for the current Program Year. For a variety of reasons, the IURA will not be able to meet the threshold this year. HUD waived the requirement this year for the IURA, since the IURA met the requirement over the past 3 years; however, HUD expects the IURA to comply next year.

Bohn reported all loan payments are in good standing, except GreenStar Cooperative Market and Diane’s Downtown Auto. All lease payments are in good standing as of today.

B. IURA Chairperson Report
None.

**C. Common Council Liaison Report**

None.

**D. Staff Report**

Bohn remarked he will be out-of-town June 10-24th, which may involve rescheduling the June 23rd IURA Board meeting.

Bohn reported that Common Council is considering relocating the East Hill Fire Station at 309 College Ave. (Fire Station No. 2), including a negotiated sale agreement. The City seeks IURA participation to review the terms of the proposed negotiated agreement and take the proposed property disposition through the urban renewal disposition process. The April 20, 2022 Planning & Economic Development Committee (PEDC) agenda contains more information about the proposal.

**VIII. Adjournment**

The meeting was adjourned by consensus at 10:22 A.M.

— END —

Minutes prepared by C. Pyott, edited by N. Bohn.
East Hill Fire Station Urban Renewal Project – Accept Transfer of Property and Assignment of Option to Structure a Proposed Disposition and Development Agreement

WHEREAS, the City of Ithaca Common Council (“City”) desires to relocate the East Hill Fire Station, also known as Fire Station #2, currently located at 309 College Avenue, and

WHEREAS, in connection with the relocation and to raise funds for the construction of the new station, the City seeks to sell the existing 309 College Avenue parcel, which will be decommissioned as a fire station following the relocation, and

WHEREAS, the City issued Requests For Expressions of Interest (“RFEI”) regarding the 309 College Avenue site on July 12, 2018, and February 5, 2021, and

WHEREAS, the City received and reviewed responses submitted to the RFEIs, and

WHEREAS, 311 CA Associates, LLC (“Developer”) expressed interest through the RFEI process in acquiring the existing 309 College Avenue site in exchange for cash consideration and an alternative site for the East Hill Fire Station, and

WHEREAS, the City entered into an option agreement with Developer dated February 22, 2022 (“Option Agreement”) that permits, but does not require, the City to sell 309 College Avenue to Developer in exchange for two parcels located at 403 Elmwood Avenue and 408 Dryden Road in addition to cash consideration of $5.1 million dollars to be paid to the City on the terms contained within the Option Agreement, and

WHEREAS, Section 507 of General Municipal Law authorizes disposition of real property without auction or sealed bid via an urban renewal process, and

WHEREAS, 309 College Avenue is located within the Ithaca Urban Renewal Project Area, and

WHEREAS, the Common Council requests the Ithaca Urban Renewal Agency (“IURA”) review the terms of the proposed Option Agreement and structure a proposed disposition agreement to relocate the East Hill Fire Station; now, therefore, be it

RESOLVED, that the IURA Chairperson, subject to review by the IURA legal counsel, is hereby authorized to execute agreements to (1) accept transfer the 309 College Avenue site from the
City via a City/IURA option agreement, (2) accept assignment from the City of the Option Agreement executed between the City of Ithaca and 311 CA Associates, LLC, dated 2/22/22, and (3) execute any other such documents as may be necessary to enable IURA to undertake an urban renewal procedure for a negotiated acquisition and sales agreement to facilitate relocation of the East Hill Fire Station, and be it further

RESOLVED, that neither the option to transfer ownership of 309 College Avenue parcel to the IURA nor the assigned Option Agreement with the Developer shall be exercised by IURA, without further approval of the Common Council, and be it further

RESOLVED, that IURA shall be reimbursed for all reasonable costs incurred to structure the proposed acquisition and sale agreement.
# East Hill Fire Station Estimated Meeting Schedule

<table>
<thead>
<tr>
<th>Meeting</th>
<th>Actions</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning Committee</td>
<td>Presentation - Overview</td>
<td>April 20, 2022</td>
</tr>
<tr>
<td>Planning Committee</td>
<td><strong>Public Hearing</strong>, Recommendation to Council</td>
<td>May 18, 2022</td>
</tr>
<tr>
<td>Common Council</td>
<td>Vote to Transfer Property &amp; Assign Option to IURA to structure a Development Agreement</td>
<td>June 1, 2022</td>
</tr>
<tr>
<td>IURA Economic Dev. Committee</td>
<td>Recommend to Accept Transfer of Property and Assignment of City/Developer Option Agreement</td>
<td>May 17, 2022</td>
</tr>
<tr>
<td>IURA Full Board</td>
<td>Accept Transfer of Property and Assignment of City/Developer Option Agreement</td>
<td>May 26, 2022</td>
</tr>
<tr>
<td>IURA Economic Dev. Committee</td>
<td>Recommend Lead Agency for Environmental Review, Designate Sponsor for Urban Renewal Project</td>
<td>June 7, 2022</td>
</tr>
<tr>
<td>IURA Full Board</td>
<td><strong>Public Hearing</strong>, Lead Agency, Designate Sponsor for Urban Renewal Project</td>
<td>June 23, 2022</td>
</tr>
<tr>
<td>Joint IURA EDC/IURA Full Board</td>
<td>Review City's work to date and potential terms of a Disposition &amp; Development Agreement (DDA)</td>
<td>Mid-July, 2022</td>
</tr>
<tr>
<td>IURA Full Board</td>
<td>Environmental Review, Vote to Approve DDA for Common Council Review</td>
<td>August 17, 2022</td>
</tr>
<tr>
<td>Planning Committee</td>
<td><strong>Public Hearing</strong> / Recommend to Approve /Deny/Modify the DDA</td>
<td>September 7, 2022</td>
</tr>
<tr>
<td>Planning Board Meeting</td>
<td>Project Intro- Tentative</td>
<td>August 23, 2022</td>
</tr>
<tr>
<td>Common Council</td>
<td>Vote to Approve/Deny/Modify the Development Agreement</td>
<td>September 27, 2022</td>
</tr>
<tr>
<td>Planning Board Meeting</td>
<td><strong>Public Hearing</strong> &amp; Environmental Review</td>
<td>October 25, 2022</td>
</tr>
<tr>
<td>Planning Board Meeting</td>
<td>Design &amp; Determination of Environmental Significance</td>
<td>November 22, 2022</td>
</tr>
<tr>
<td>Planning Board Meeting</td>
<td>Site Plan Approval</td>
<td></td>
</tr>
</tbody>
</table>

## Estimated Design & Construction Schedule

<table>
<thead>
<tr>
<th>estimated-design-construction-schedule</th>
<th>Estimated Design &amp; Construction Schedule</th>
<th>Nov/Dec 2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bidding</td>
<td>Bidding</td>
<td>December 2022</td>
</tr>
<tr>
<td>Selection and award of construction contract</td>
<td>Selection and award of construction contract</td>
<td>February 2023</td>
</tr>
<tr>
<td>Site Preparation</td>
<td>Site Preparation</td>
<td>Fall -Winter 2022-23</td>
</tr>
<tr>
<td>Construction Start</td>
<td>Construction Start</td>
<td>March 2023</td>
</tr>
<tr>
<td>Occupy New Fire Station</td>
<td>Occupy New Fire Station</td>
<td>May 15 2024</td>
</tr>
</tbody>
</table>
Proposal for a New East Hill Fire Station
**4/14/22 Fiscal Analysis - Construct New East Hill Fire Station**

**Uses of Funds (projected 2023 cost)**

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property Acquisition</td>
<td>$ -</td>
</tr>
<tr>
<td>Construction Hard Costs (13,000 sf)</td>
<td>$ 7,353,000</td>
</tr>
<tr>
<td>Soft Costs</td>
<td>$ 1,057,000</td>
</tr>
<tr>
<td>Furnishings, Fixtures &amp; Equipment</td>
<td>$ 339,000</td>
</tr>
<tr>
<td>Electric Vehicle Support</td>
<td>$ 300,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$ 9,049,000</strong></td>
</tr>
</tbody>
</table>

**Sources of Funds**

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Empire State Devel. Grant</td>
<td>$ 1,000,000</td>
</tr>
<tr>
<td>Sale Proceeds - 309 College Ave*</td>
<td>$ 5,100,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$ 6,100,000</strong></td>
</tr>
</tbody>
</table>

**Net Construction Cost**

$ 2,949,000

**Avoided Mechanical/Electrical Repairs to Existing Fire Station**

$ (1,500,000)

**Net City Cost for New Fire Station**

$ 1,449,000

*Note - Sales proceeds decrease by $200,000 if fire station not conveyed by 2/29/24

Preliminary 2021 cost estimates are inflated by 6% to account for anticipated cost escalation
Property Tax Impact - Redevelopment of East Hill Fire Station

Annual -

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Est. Value Removed From Tax Rolls</td>
<td>(1,500,000)</td>
</tr>
<tr>
<td>Est. Value Added to Tax Rolls</td>
<td>8,800,000</td>
</tr>
<tr>
<td>Net Change - Assessed Value</td>
<td>7,300,000</td>
</tr>
<tr>
<td>2022 City tax rate/$1,000</td>
<td>11.89</td>
</tr>
<tr>
<td>Annual Net Tax Revenues Upon Project Completion:</td>
<td>87,000</td>
</tr>
</tbody>
</table>

Present Value of Increased City Property Taxes Over 20 years: $1,294,000

Comps for Assessed Value of Build-Out at 309 College Ave

<table>
<thead>
<tr>
<th>Property</th>
<th>Assessment</th>
<th>sq. ft. of land</th>
<th>value/sf</th>
</tr>
</thead>
<tbody>
<tr>
<td>205 Dryden Rd (Kraftees)</td>
<td>4,000,000</td>
<td>4,300</td>
<td>$930</td>
</tr>
<tr>
<td>407 College Ave (Student Agencies)</td>
<td>7,100,000</td>
<td>7,590</td>
<td>$935</td>
</tr>
<tr>
<td>201 College Ave (Lux)</td>
<td>9,300,000</td>
<td>7,540</td>
<td>$1,233</td>
</tr>
<tr>
<td><strong>Average</strong></td>
<td></td>
<td></td>
<td><strong>$1,033</strong></td>
</tr>
<tr>
<td>309 College Ave</td>
<td>8,800,000</td>
<td>8,520</td>
<td><strong>$1,033</strong></td>
</tr>
</tbody>
</table>
OPTION AGREEMENT

This OPTION AGREEMENT (the “Option Agreement”) is made as of the 22nd day of February, 2022, between 311 CA Associates, LLC, a New York limited liability company having an address at 15 Thornwood Drive, P.O. Box 4860, Ithaca, New York 14852-4860 Attn: Philip Proujansky (“Developer”) and the City of Ithaca, a municipal corporation having an address at 108 East Green Street, Ithaca, New York 14850 Attn: Mayor’s Office (“City”).

Developer and the City hereby covenant and agree as follows:

1. **Grant of Option.** Developer (i) as Agent for its affiliate 403 EW Associates, LLC, a New York limited liability company which is the owner of that certain real property located in the City of Ithaca, New York, together with all buildings and improvements thereon, known as 403 Elmwood Avenue (Tax Parcel 64.-3-7), and (ii) as Agent for an affiliated New York limited liability company to be formed that is the contract purchaser of that certain real property located in the City of Ithaca, New York, together with all buildings and improvements thereon, known as 408 Dryden Road (Tax Parcel 64.-3-6) (collectively, for purposes of this Agreement referred to as the “Developer Parcels”), hereby grants to the City an exclusive option (the “Option”) to purchase the Developer Parcels in AS IS CONDITION on the terms and conditions set forth herein, contingent upon Developer’s affiliate acquiring good and marketable fee title to the property at 408 Dryden Road. In consideration for the Option, and in the event the City elects to exercise the Option, the City hereby grants to Developer the right to purchase that certain real property located in the City of Ithaca, New York, together with all buildings and improvements thereon, owned by the City and known as 309 College Avenue (Tax Parcel 64.-10-17.2) (the “City Parcel”), on the terms and conditions set forth herein. Developer agrees not to offer any part of the Developer Parcels to any other party for sale prior to the Option Expiration Date, as defined herein, and likewise the City agrees not to offer any part of the City Parcel to any other party for sale prior to the Option Expiration Date.

2. **Option Price.** The price of this Option is $30,000 (the “Option Price”), which shall be paid by the City to the Developer within ten (10) business days of the execution and delivery of this Option Agreement by both parties. If the City exercises the Option pursuant to this Option Agreement, the Option Price shall be refunded to the City as described in Section 5(b) of this Option Agreement. If the City does not exercise the Option on or before the Option Expiration Date, as defined herein, Developer shall retain the Option Price.

3. **Exercise of Option.** If the City desires to exercise the Option, the City shall do so by delivering to Developer written notice of such exercise on or before September 15, 2022 (the “Option Expiration Date”). Upon delivery of such notice, the parties acknowledge and agree that this Option Agreement shall, effective upon the date of such exercise, become an agreement for the purchase and sale of real property in accordance with the
terms and conditions set forth in this Option Agreement (the “Transaction”). If the City does not exercise the Option by written notice on or before the Option Expiration Date, Developer shall retain the Option Price and the Option shall expire and be of no further force or effect.

4. Extension of Option Period by Developer. Notwithstanding the foregoing, Developer may, in its sole discretion, extend the Option Expiration Date for a period of sixty (60) days (the “Extension Period”) to November 15, 2022 (the “Extended Option Expiration Date”). In the event that Developer elects to extend the Option Expiration Date, all provisions of this Option Agreement, including the refund of the Option Price contemplated in Section 5(b), shall apply during such Extension Period and all references in this Option Agreement to the Option Expiration Date shall be deemed to refer to the Extended Option Expiration Date. If Developer elects to extend the Option Expiration Date and the City does not exercise the option on or before the Extended Option Expiration Date, Developer shall retain the Option Price and the Option shall expire and be of no further force or effect.

5. Transaction. Upon the City’s timely and proper exercise of the Option, the parties shall be obligated to, and shall, enter into the Transaction (as defined in paragraph 3 above) on the following terms:

a. On a date to be agreed upon by the parties, but no later than sixty (60) days following the exercise of the Option unless such time is extended by mutual agreement of the parties, Developer shall transfer title to the Developer Parcels to the City. The date of such transfer shall be referred to herein as the “Closing Date”.

b. On the Closing Date, Developer shall pay the City $600,000 as an initial payment, and an additional $30,000 representing a refund of the Option Price paid by the City as described in Section 2 of this Option Agreement.

c. On the Closing Date, Developer shall deliver to the City a letter of credit from a bank or other financial institution on terms reasonably acceptable to the City in the amount of $4,500,000 to secure full payment of the purchase price for the City Parcel (as defined in paragraph [g] below).

d. On the Closing Date, the City shall place into escrow with Stewart Title Insurance Company or such other escrow agent as shall be mutually agreed upon by the parties (the “Escrow Agent”) the signed deed to the City Parcel in recordable form (the “Deed”); the signed Real Property Transfer Report (“RP-5217”); the signed Combined Real Estate Transfer Tax Return, Credit Line Mortgage Certificate, and Certification of Exemption from Payment of Estimated Personal Income Tax (“TP-584”); and a Resolution passed by the City authorizing the
transfer of the City Parcel to Developer and the execution of such documents as
required to consummate such transfer.

e. The Developer shall make additional payments to the City in consideration for the
transfer of title to the City Parcel to the Developer according to the following
schedule:
   i. October 15, 2022: $800,000
   ii. December 31, 2022: $800,000
   iii. March 1, 2023: $800,000
   iv. June 1, 2023: $800,000
   v. September 1, 2023: $800,000
If Developer elects to extend the Option Expiration Date pursuant to paragraph 4
of this agreement, the October 15, 2022 payment described above shall be made
on December 15, 2022. All other payment dates shall remain the same.

f. Title to the City Parcel shall then be good and marketable and the Deed to the
City Parcel, the RP-5217, the TP-584 and the Resolution shall be released to the
Developer from escrow on the earlier of the following:
   i. As soon as is practicable following City’s written notification to
      Developer and the Escrow Agent that the signed documents identified in f
      above shall be released from escrow and title is to be transferred to
      Developer, which transfer of title shall occur no later than the sixtieth
      (60th) day following the City’s completion of a new fire station on the
      Developer Parcels, or
   ii. On May 15, 2024.

g. Upon delivery of the original Deed, the RP-5217, the TP-584 and the City’s
Resolution for transfer of the City Parcel to Developer pursuant to paragraph f
above, Developer shall pay the City a final payment in the following amount:
   i. If the City’s written notification described in Section 5(f)(i) above is
delivered on or before January 31, 2024: $500,000, resulting in a final
purchase price of $5,100,000 for the City Parcel in addition to the prior
conveyance of the Developer Parcels to the City, which will then be
valued for purposes of the Transaction at Developer’s cost basis.
   ii. If the City’s written notification described in Section 5(f)(i) above is
delivered on or after February 1, 2024: $300,000, resulting in a final
purchase price of $4,900,000 in addition to the prior conveyance of the
Developer Parcels to the City, which will then be valued for purposes of
the Transaction at Developer’s cost basis.

h. The Developer Parcels shall be delivered to the City free of any leasehold or
similar interests, tenants, or occupants.
6. **Additional Documentation.** Developer and the City covenant to execute any and all documentation reasonably necessary to consummate the Transaction on the terms described herein, including without limitation deeds, affidavits, certificates, escrow agreements, and any additional agreements, if the City should exercise the Option as provided in this Option Agreement. Each party shall bear its own costs in connection with the negotiation, preparation, and execution of any such documentation unless another arrangement is agreed to by the parties.

7. **Additional Terms; Modification of Transaction.** Either the City or the Developer may request any additional or different terms for the Transaction prior to the City’s exercise of the Option. Developer and City each covenant to negotiate on such additional or different terms in good faith. If no agreement is reached following such good-faith negotiation, the terms specified in this Option Agreement shall apply to the Transaction.

8. **Marketable Title.** Developer warrants and represents to City that 403 EW Associates, LLC has marketable title to the Developer Parcel at 403 Elmwood Avenue as of the date of this Option Agreement and that Developer possesses the ability to legally compel 403 EW Associates, LLC to satisfy Developer’s obligations under this Option Agreement, as such obligations pertain to the Developer Parcel at 403 Elmwood Avenue. Developer also warrants and represents that its affiliate has the contractual right to acquire marketable title to the Developer Parcel at 408 Dryden Road as of the date of this Option Agreement, and that Developer possesses the ability to legally compel its affiliate to satisfy Developer’s obligations under this Option Agreement, as such obligations pertain to the Developer Parcel at 408 Dryden Road. Developer further warrants and represents that
Developer or its affiliate shall acquire marketable title to the Developer Parcel at 408 Dryden Road on or before July 15, 2022 and thereafter maintain such title as provided in this Section. Developer shall cause marketable title to the Developer Parcels to be maintained as follows:

(i) if the Option is exercised, until the transfer of title to the City; or
(ii) if the Option is not exercised, until the Option Expiration Date.

If Developer fails to obtain and maintain marketable title as provided under this Section and the City elects not to proceed with the Transaction in lieu of seeking specific performance, the Option Price shall be refunded to the City with interest at 10% per annum calculated from the date of this Option Agreement to the date of payment of the refund.

The City warrants and represents to Developer that the City has marketable title to the City Parcel as of the date of this Option Agreement and the City shall cause marketable title to the City Parcel to be maintained until the date on which the City Parcel is conveyed to Developer pursuant to the terms of this Option Agreement or, if the City does not elect to exercise the Option, until the Option Expiration Date.

9. Proof of Title. Developer shall provide the City with an up-to-date Abstract of Title and a current survey of each of the Developer Parcels, and upon City’s request, a copy of the recorded deed transferring each such Parcel to Developer and closing statements. City shall, at City’s cost and expense, provide Developer with an up-to-date Abstract of Title and current survey of the City Parcel.

10. Access to Developer Parcels. Prior to the City’s exercise of the Option, and if the Option is exercised, up until the Closing Date, Developer shall permit the City and its authorized agents and contractors to have access to the Developer Parcels for purposes of performing necessary inspections and testing, including without limitation for geotechnical purposes, in preparation for exercise of the Option and construction of a new structure on the Developer Parcels. Access to the interior of existing structures shall only be included in the Developer’s reasoned discretion. Prior to such entry upon the Developer Parcels, City shall provide a certificate naming Developer as an additional insured on its liability insurance policies or its self-insurance, and shall require that any agent or contractor retained by the City to enter upon the Developer Parcels or either of them to perform such inspections or testing provide a similar certificate naming Developer as an additional insured. City shall indemnify and hold Developer harmless from and against any and all claims, loss, cost, damage, liability, and expense sustained or incurred by Developer as a result of or caused by the entry upon the Developer Parcels, by the City, its agents, contractors or representatives, as well as for any damage caused to either of the Developer Parcels as a result of such entry.

11. Assignment and Designees. The City may assign its rights and obligations under this Option Agreement to a City-affiliated agency or entity, including the Ithaca Urban
Renewal Agency, or otherwise designate said agency or entity as its agent, for the purposes of exercising this Option Agreement and/or consummating the Transaction contemplated hereunder. Written notice of such assignment or designation by the City is required and in the event of such an assignment of designation, City shall not be released or relieved of or from the performance of its obligations and responsibilities under this Option Agreement. Developer shall not assign its rights or obligations under this Option Agreement without the written consent of the City.

12. Time. Time is of the essence with respect to all dates in this Option Agreement.

13. Entire Agreement. All prior understandings and agreements between Seller and Purchaser are merged in this Option Agreement, which completely expresses their agreement. It has been entered into after full investigation, with each Party having the opportunity to seek advice of counsel, and neither party relies upon any statements that are not set forth in this Option Agreement.

14. Choice of Law. This Option Agreement and the Transaction contemplated hereunder shall be governed in all respects by the laws of the State of New York, without regard to its choice-of-law principles.

15. Venue. Venue for any legal proceeding relating to or arising from this Option Agreement or the Transaction contemplated hereunder shall exclusively lie in a court of competent jurisdiction located in Tompkins County, New York.

16. Attorney Fees. In the event of any dispute relating to or arising from this Option Agreement or the Transaction contemplated hereunder, each party is to bear its own costs for attorney fees.

17. Cost of this Agreement. Each party shall bear its own costs in connection with the negotiation and/or execution of this Option Agreement.

18. No Brokers. Neither party has engaged any third party as broker and neither party has become obligated to pay any broker’s commission or finder’s fee in connection with the transactions contemplated by this Option Agreement.

19. Joint Drafting. The parties have participated jointly in the negotiation and drafting of this Agreement. In the event an ambiguity or question of intent or interpretation arises, this Agreement shall be construed as if drafted jointly by the parties and no presumption or burden of proof shall arise favoring or disfavoring any party by virtue of the authorship of any of the provisions of this Agreement.

20. Modifications; Binding Effect. This agreement may not be modified or cancelled except in writing signed by both Developer and City. This Option Agreement when fully
executed shall apply to, bind, and be enforceable against the parties hereto and their respective heirs, successors, and assigns.

21. Notice. Written notice shall be provided to the parties by hand, by U.S. Certified Mail, or by overnight delivery at the following addresses:

DEVELOPER

311 CA Associates, LC
15 Thornwood Drive, P.O. Box 4860
Ithaca, New York 14852-4860
Attn: Philip Proujansky

With a copy to:

Hancock Estabrook, LLP
100 Madison Street, Suite 1800
Syracuse, New York 13202
Attn: C. Daniel Shulman, Esq.

CITY OF ITHACA

City of Ithaca
ATTN: Mayor’s Office
108 E. Green Street
Ithaca, New York 14850

With a copy to:

City of Ithaca
ATTN: City Attorney
108 E. Green Street
Ithaca, New York 14850

Notice shall be effective as of the date such notice is posted, regardless of the date on which it is received. A copy of any written notice shall also be sent to each party by electronic mail at addresses designated by the parties. The parties may, by electronic mail or otherwise in writing, mutually consent to waive any requirement of physical written notice provided in this Option Agreement.

22. Counterparts. This agreement may be executed in counterparts, each of which shall be deemed an original but all of which taken together shall constitute one and the same instrument.
23. **Severability.** If any provision of this Option Agreement is held to be illegal, invalid, or unenforceable under present or future laws effective during the term hereof, such provision shall be fully severable and this Option Agreement shall be construed and enforced as if such illegal, invalid, or unenforceable provision never comprised a part hereof; and the remaining provisions hereof shall remain in full force and effect and shall not be affected by the illegal, invalid, or unenforceable provision or by its severance herefrom. Furthermore, in lieu of such illegal, invalid, or unenforceable provision, there shall be added automatically as part of this Option Agreement, a provision as similar in its terms to such illegal, invalid, or unenforceable provision as may be possible and be legal, valid, and enforceable.

24. **Confidentiality.** City agrees that, prior to the execution of this Option Agreement by both parties and thereafter, City will keep the existence of this Option Agreement confidential, will not make any public disclosure of this Option Agreement, will not release any information to the public regarding the transaction contemplated herein, and will not commence any public process for the approval of the location, design and construction of the new fire station, until the earlier of (a) Developer’s written notice, for which email shall suffice, to the City waiving such confidentiality requirement, or (b) March 10, 2022. In consideration of City’s incorporation of this paragraph into the Option Agreement, Developer has agreed to extend all previously-negotiated dates in this Option Agreement, resulting in the dates now reflected throughout the Agreement.

25. **Extension of Confidentiality.** Developer may, in its sole discretion, elect to extend the date until which the confidentiality requirement set forth in Section 24 of this Option Agreement is in effect to April 10, 2022. Written notice, for which email shall suffice, of such election to extend the confidentiality period shall be provided to the City on or before March 7, 2022; if such notice is not provided on or before March 7, 2022, the confidentiality period shall expire as provided in Section 24 of this Option Agreement. If Developer elects to extend the confidentiality period, the following dates shall be extended as follows:

<table>
<thead>
<tr>
<th>Section</th>
<th>Date Description</th>
<th>Original Date</th>
<th>New Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>Option Expiration Date</td>
<td>September 15, 2022</td>
<td>October 15, 2022</td>
</tr>
<tr>
<td>4</td>
<td>Extended Option Expiration Date</td>
<td>November 15, 2022</td>
<td>December 15, 2022</td>
</tr>
<tr>
<td>5(e)(i)</td>
<td>First Additional Payment Date</td>
<td>October 15, 2022</td>
<td>November 15, 2022</td>
</tr>
<tr>
<td>5(e)</td>
<td>Other Additional Payment Dates</td>
<td>Various</td>
<td>No Change</td>
</tr>
<tr>
<td>5(f)(ii)</td>
<td>Final Day to Release Title from Escrow</td>
<td>May 15, 2024</td>
<td>June 15, 2024</td>
</tr>
<tr>
<td>5(g)(i)</td>
<td>Final Day for $500,000 Final Payment</td>
<td>January 31, 2024</td>
<td>February 29, 2024</td>
</tr>
<tr>
<td>5(g)(ii)</td>
<td>First Day for $300,000 Final Payment</td>
<td>February 1, 2024</td>
<td>March 1, 2024</td>
</tr>
<tr>
<td>24(b)</td>
<td>Confidentiality Period Expiration Date</td>
<td>March 10, 2022</td>
<td>April 10, 2022</td>
</tr>
</tbody>
</table>

[SIGNATURE PAGE FOLLOWS]
Signed: 311 CA ASSOCIATES, LLC

By: Philip Proujansky
Title: Member

STATE OF NEW YORK  
COUNTY OF TOMPKINS  

On the 18th day of February, in the year 2022, before me, the undersigned, a Notary Public in and for said state, personally appeared PHILIP PROUJANSKY, personally known to me or proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, and that by his/her signature on the instrument, the person or the entity upon behalf of which the person acted, executed the instrument.

DEBRA J BRYDEN  
Notary Public  

CITY OF ITHACA  

On the 22nd day of February, in the year 2022, before me, the undersigned, a Notary Public in and for said state, personally appeared Laura Lewis, personally known to me or proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, and that by his/her signature on the instrument, the person or the entity upon behalf of which the person acted, executed the instrument.

VICTOR J. KESSLER  
Notary Public in the State of New York  
Qualified in Tompkins Co. No. 02KE5403881  
My Commission Expires 10/13/2024
Homeless and Housing Needs Assessment: Findings and Recommendations

NY-510
ITHACA/TOMPKNIS
CONTINUUM OF CARE
Agenda

Our discussion points for today

01 Definitions and Methodology

02 Data

03 Recommendations

04 Questions?
The **Mission** of our Continuum of Care

Ithaca/Tompkins CoC NY-510 is a local community planning network of public, private, and non-profit partners with the mission of making homelessness rare, brief, and one-time in Tompkins County.

Through this work, we:

- **Organize a community-wide effort to prevent and end homelessness**
- **Provide funding and support to non-profit agencies**
- **Promote access to supportive services and housing**
**Definitions**

**How do we define homelessness?**

In our Continuum of Care, we follow HUD’s definition of literal homelessness which when an individual is sleeping in a place not meant for human habitation (outside, in a car, etc.) or in our emergency shelter through DSS. Individuals who are fleeing domestic violence are also considered homeless.

**How do we define chronic homelessness?**

An individual who has a disabling condition and has been continuously homeless for 1) at least 12 months or 2) had at least 4 occasions of homelessness totaling 12 months.

**How do we define permanent housing?**

Private or supportive housing where tenants can live indefinitely.

**How do we define supportive housing?**

Affordable housing where the tenants have access to support services in addition to housing.
Methodology

Where did we find this data?

Deep data dive
- Point in Time Count (PIT Count)
- Housing Inventory Count (HIC)
- Annual Performance Report (APR)
- System Performance Measures (SPM)
- Homeless Management Information System (HMIS)
- Other assessments

Qualitative interviews with stakeholders (N=11) and people with lived experience (N=18)

Compared data to 9 CoCs: those surrounding Tompkins County, those with similar population sizes, and those with similar geographic make up.
Primary Data Observations

**Measure 1**
Length of Stay

Average length of stay in our emergency shelter has increased.
For FY2020, the average length of stay for all households was 91 days.

**Measure 2**
Returns to homelessness

Returns to homelessness in NY-510 are the highest of our comparable CoCs.
32% of individuals who exited to permanent destinations returned to homelessness within 24 months.

**Measure 3**
First Time Homeless and Chronic Homelessness

Fewer first-time homeless, more chronically homeless.
45.1% of our homeless population in 2020 were chronically homeless individuals.
We are seeing a bottleneck effect across our supportive housing programs, and low-cost housing in Tompkins County generally.

Low vacancy rates across all levels of affordable housing and high rent costs are a fundamental barrier in moving people from homelessness to housing.

Interviews with providers across our CoC reveal that even with increased access to subsidies, individuals experiencing homelessness can’t find housing to move into.
Returns to Homelessness

<table>
<thead>
<tr>
<th>Location</th>
<th>2019</th>
<th>2020</th>
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<tbody>
<tr>
<td>NY-501</td>
<td>40%</td>
<td>30%</td>
</tr>
<tr>
<td>NY-505</td>
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<td>20%</td>
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<tr>
<td>NY-510</td>
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<tr>
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<tr>
<td>NY-608</td>
<td>10%</td>
<td>0%</td>
</tr>
</tbody>
</table>

Percent of returns to homelessness in 24 months, 2019 and 2020
Types of Homelessness

Percentage of First-Time Homeless to Previously Enrolled by Year

- 2019: 75%
- 2020: 50%

Percentage of Chronically Homeless to Non-Chronically Homeless by Year

- 2019: 25%
- 2020: 0%
What is causing these trends?

Our low-cost housing stock is critically low.

 Individuals experiencing homelessness are having trouble both accessing and maintaining housing and services.

Projects funded through our CoC are constrained in their capacity to adequately serve our homeless population.
Other data observations

Considerations for couch-surfers

Couch surfers represent a sizeable population at high risk for homelessness and are not served or counted by our CoC despite the likelihood that they will experience continued homelessness.

Diversion efforts in our CoC require individuals to double up if they have somewhere to do so, but there are no targeted outreach efforts to serve this population before they need emergency shelter.

Racial Disparities

Black and African-American and Hispanic/Latino households are disproportionately represented in our homeless population.

Black and African-American adults in particular were more likely to return to homelessness than households led by white adults.

Considerations for youth

Interviewed youth indicated that they have a lack of knowledge of resources and are resistant to utilizing the emergency shelter, leading them to double up with friends or other non-relatives.
## Recommendations

<table>
<thead>
<tr>
<th></th>
<th>Recommendation</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Create more Permanent Supportive Housing (PSH)</td>
<td>PSH has proven effective at disrupting the cycle of homelessness.</td>
</tr>
<tr>
<td>02</td>
<td>Build more affordable housing facilities, especially SRO (single room occupancy) units.</td>
<td>More low-cost housing and supportive housing units are essential for us to have a functioning Continuum of Care.</td>
</tr>
<tr>
<td>03</td>
<td>Fund enhanced housing navigation support.</td>
<td>The process for accessing and keeping subsidies, as well as navigating DSS requirements, can be difficult for some individuals to manage.</td>
</tr>
<tr>
<td>04</td>
<td>Heighten outreach to homeless youth, people of color, and couch surfers.</td>
<td>Each population has specific needs that are not adequately supported by our current safety net.</td>
</tr>
<tr>
<td>05</td>
<td>Expand the capacity of our Emergency Shelter.</td>
<td>The emergency shelter in Tompkins County is insufficiently sized for the volume of need.</td>
</tr>
</tbody>
</table>
Recommendation 1: Permanent Supportive Housing (PSH)

What is PSH and how does it work?

Permanent Supportive Housing is subsidized housing with no end date that supports formerly homeless individuals with monthly case management.

PSH disrupts the cycle of homeless by introducing beds into our CoC and offering people the supports they need to reunify with loved ones and find gainful employment.

What does the data say?

Households leaving to temporary destinations were much more likely to return to homelessness (35%) than those exiting to permanent destinations.

While this trend held true across every group, it was most pronounced for Black and African-American Households.

Why do we recommend building more PSH?

Building more PSH addresses all three primary findings as it is creating available beds that are accessible and adequate to meet the needs of our homeless population. It also helps us to meet our racial equity goals by providing a solution that works for Black and African-American households.
Recommendation 2: Other low-cost housing, especially SROs.

What is low-cost housing and how will it impact homelessness?

Low-cost housing adds beds into our housing market where people can use the subsidies they acquire through Rapid Rehousing programs.

SROs, or Single Room Occupancy units are especially important in addressing both affordability and housing needs for homeless individuals, specifically adult-only households who have poorer outcomes in our CoC.

What does the data say?

The 2016 Housing Strategy for Tompkins County proposed the development of 100 Single Room Only (SRO) beds reserved for households earning under 30% of the Area Median Income (AMI). As of the 2020 Housing Snapshot, only 4 SRO beds had been developed.

<table>
<thead>
<tr>
<th>FY2020 Adult-Only Households</th>
<th>FY2020 Adult and Child Households</th>
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<tbody>
<tr>
<td>473 Households</td>
<td>53 Households</td>
</tr>
<tr>
<td>87 days homeless on average</td>
<td>71 days homeless on average</td>
</tr>
<tr>
<td>8% returned to homelessness</td>
<td>0% returned to homelessness</td>
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Why do we recommend building more low-cost housing?

Low-cost housing addresses the bottleneck effect, and increases the availability of housing. SRO units also address this need and specifically target the unique needs of our adult-only households.
Recommendation 3: Enhanced Housing Navigation

What is "enhanced housing navigation"?

Enhanced housing navigators would provide intensive case management, helping homeless individuals navigate the process of getting into shelter, seeking out services, and ultimately entering and sustaining permanent housing.

What does the data say?

Both stakeholders and interview participants mentioned agency rules and requirements, and the difficulty of navigating the social services system, as key reasons people live in the encampment instead of going to the emergency shelter.

All of the interviewed individuals said they wanted to get into housing, but felt they did not have the options and support necessary, or they were unable or unwilling to navigate the rules and requirements to do so.

Why do we recommend having more enhanced housing navigators?

Based on qualitative interviews, navigating the system to attain housing support is challenging, especially for homeless individuals. Having intentional, funded navigator positions may help to address chronic homelessness in our community.
One stakeholder said,

“I see Tompkins County as being very service rich. There are a lot of opportunities to get services. The barrier is more a fear or reluctance to access services because of distrust with the system. There is a difficulty of accessing services without an advocate. It’s so decentralized. You have to go to a different place for different things – clothing, food, health care, to apply for services, and you’re constantly jumping through hoops. It causes frustration and people give up. It’s easy for services to say ‘they didn’t follow through,’ but it’s literally impossible. Either have one location where service providers can be in one space, or have a case manager that can either transport and do everything from A to Z to help someone through whole process. Doing it alone is completely overwhelming and next to impossible.”
Estimated Number of Couch-surfers in Tompkins County

- Of the 530 people served by the emergency shelter system in FY2020, 179 reported coming from a couch-surfing situation.
- 188 independent youth aged 18-24 are estimated to be couch-surfing.
- 910 people in Tompkins County are living in a non-relative's household.

What does targeted outreach accomplish?

There is potentially a large population of people who are not being effectively served by the current homeless and housing system.

Homeless youth and people of color are more likely to double up or couch-surf than utilize the emergency shelter. Targeted outreach could help us divert people from homelessness into permanent housing and other supportive resources before they enter our shelter.

Why do we recommend targeted outreach?

Although our current system implicitly requires couch-surfing, there are little to no funded diversion efforts to keep this population from becoming homeless. Targeted outreach addresses the accessibility of services for a large and growing number of people at-risk of homelessness.
Recommendation 5: Expand the capacity of our Emergency Shelter

What does the data say?

St. John's Community Services provides 20 beds in their facility, and the Advocacy Center has 9 emergency beds. Both facilities are constantly at or past capacity, requiring the use of about 60 overflow beds in local hotels and motels.
Recommendation 5: Expand the capacity of our Emergency Shelter

(continued)

What does expanding shelter capacity do?

Increasing the number of beds in our emergency shelter as well as the number of staff would help to increase client contact, enhancing service delivery and case management. This would help mitigate the increased length of stay that we have seen in recent years and allow more focused movement into permanent housing.

Why do we recommend expanding shelter capacity?

The emergency shelter in Tompkins County is insufficiently sized to meet the needs of our unhoused population. Increasing capacity allows for more consistent, site-based case management and could contribute to better outcomes for individuals utilizing the shelter.
Thank you!
HUD's 2021 Continuum of Care Program Funding Awards*

CoC Number: NY-510  
CoC Name: Ithaca/Tompkins County CoC  
Total Award: $218,550

Awards by Component:

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<tr>
<th>Component</th>
<th># of New Projects¹</th>
<th>New Project Award Total</th>
<th># of Renewal Projects</th>
<th>Renewal Project Award Total</th>
<th># of Exp. Projects²</th>
<th>Exp. Project Award Total²</th>
<th># of YHDP Projects</th>
<th>YHDP Award Total</th>
<th>Planning / UFA Award Total</th>
<th>Total # of Proj.</th>
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<th>% of CoC Award</th>
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<tr>
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<tr>
<td>PH - Permanent Supportive Housing</td>
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<td>3</td>
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<td><strong>GRAND TOTAL</strong></td>
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<td><strong>5</strong></td>
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Project level award summary:

**Permanent Housing**

**PH - Permanent Supportive Housing**

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<tr>
<th>Recipient Name</th>
<th>Project Name</th>
<th>Project Type</th>
<th>Awarded Amount</th>
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<tr>
<td>Tompkins Community Action</td>
<td>Amici House</td>
<td>Renewal project</td>
<td>$85,635.00</td>
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<td>Tompkins Community Action</td>
<td>Chartwell House</td>
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<td>Tompkins Community Action</td>
<td>Magnolia House</td>
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<td>St. Johns Community Services</td>
<td>SJCS - PSH+ Scattered Site</td>
<td>New project</td>
<td>$26,888.00</td>
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**CoC Planning Grant**

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<th>Project Name</th>
<th>Project Type</th>
<th>Awarded Amount</th>
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<tr>
<td>Human Services Coalition of Tompkins County Inc.</td>
<td>FY2021 Planning Project Application</td>
<td>Planning project</td>
<td>$15,441.00</td>
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*Specific project-level award information for Continuums of Care can be found at [https://www.hudexchange.info/grantees/cpd-allocations-awards/](https://www.hudexchange.info/grantees/cpd-allocations-awards/)

¹Expansion Projects include the combined total for renewal projects being expanded and their expansion amounts, and are excluded from the separate renewal project awarded totals.

Friday, April 22, 2022
MEMORANDUM

To: Common Council  
Date: May 17, 2022  
Re: Open Meetings Law Amendments Permitting Videoconferencing in Some Circumstances

As part of the 2022 budget legislation, New York State has amended the state Open Meetings Law (OML) to permit local governments to utilize videoconferencing under certain circumstances when conducting public meetings. This memorandum examines the circumstances under which a member of a public body (for example, an Alderperson, Commissioner, or Board Member) is permitted to participate in a meeting via videoconferencing. This memorandum does not address any other requirements or procedures of the new law.

Relevant Legal Authority

Section 103-a of the Public Officers Law (POL) governs the use of videoconferencing for public meetings. The City is in the process of adopting a local law that will implement the state law. Two specific provisions govern a member’s ability to attend a meeting by videoconference:

POL § 103-a(2)(c):

members of the public body shall be physically present at any such meeting unless such member is unable to be physically present at any such meeting location due to extraordinary circumstances, as set forth in the resolution and written procedures adopted pursuant to paragraphs (a) and (b) of this subdivision, including disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes the member's physical attendance at such meeting;

POL § 103-a(3):

The in person participation requirements of paragraph (c) of subdivision two of this section shall not apply during a state disaster emergency declared by the governor pursuant to section twenty-eight of the executive law, or a local state of emergency proclaimed by the chief executive of a county, city, village or town pursuant to section twenty-four of the executive law, if the public body determines that the circumstances necessitating the emergency declaration would affect or impair the ability of the public body to hold an in person meeting.

The full text of Part WW of Chapter 56 of the Laws of 2022, which enacted these changes, is reproduced at Appendix A to this memorandum.
Analysis

POL § 103-a(2)(c)—Extraordinary circumstances.

The new law permits a member of a public body to participate by videoconference only under “extraordinary circumstances” that would preclude the member from attending the meeting in person. Unlike under the prior COVID-19 emergency orders and related laws, a member is not entitled to attend meetings remotely. The strong presumption is that all members will attend meetings in-person. If “extraordinary circumstances” are not present, a member who is not physically present will be considered absent from the meeting and not entitled to vote or participate in their capacity as a member.

To qualify as “extraordinary circumstances,” the event must be (1) “significant or unexpected” and (2) “preclude[] the member’s physical attendance at [the] meeting.” The law provides three non-exclusive examples of extraordinary circumstances that would permit remote attendance:

- Disability
- Illness
- Caregiving responsibilities

Other examples of “extraordinary circumstances” that would likely qualify under the law include, but are not limited to:

- A car accident
- An unexpected school cancellation, if the member is responsible for childcare
- An injury or other significant or unexpected medical event, either to the member or someone for whom the member is responsible for providing care
- A severe storm or other unexpected conditions that make it unsafe for the member to travel to the location of the meeting
- An unexpected, pressing need to travel, such as for a family emergency

Examples of situations which would likely not qualify as “extraordinary circumstances” include

- A vacation or other pre-planned travel
- Traffic or other routine travel delays
- Scheduling conflicts with the member’s regular employment
- A routine, previously scheduled medical exam or other such appointment
- A wedding, party, sporting event, or graduation ceremony

This list is not intended to be exhaustive: members are encouraged to consult with the staff member assigned to their public body and with the Attorney’s Office for further guidance.

Notwithstanding the foregoing, a quorum of the public body must meet in-person at a physical location open to the public regardless of whether some members are attending by videoconference as permitted by this section. For example, for a five-member board, at least three members must meet in-person at a location open to the public to attend. Up to two other members would be able to participate by videoconference if they meet the “extraordinary circumstances” requirement described above.
POL § 103-a(3)—State or local emergency.

The entire public body is authorized to meet via videoconference only if (1) the Governor declares a “state disaster emergency” under applicable law, such as the COVID-19 emergencies declared by the Governor in 2020, 2021, and 2022, or (2) the Mayor or County Executive declares a “local state of emergency” under applicable law. In addition to the declaration of an emergency, the public body must determine that whatever circumstances led to the emergency declaration also impair the public body’s ability to meet in person.

Potential examples of circumstances in which this provision may apply could include, but not be limited to, the declaration of an emergency due to a public health crisis similar to COVID-19, a natural disaster, or civil unrest.

**Conclusion**

These amendments provide Ithaca’s public bodies with greater flexibility to conduct public meetings utilizing technology in the event of unforeseen or difficult circumstances. However, it does not permit public bodies to routinely conduct public business through videoconferencing as was the case during the worst days of the COVID-19 pandemic. City staff and the Attorney’s Office are available to help guide members as the City returns to the ordinary course of business and implements these new changes to the Open Meetings Law.
Proposed Resolution
IURA
May 26, 2022

Use of Videoconferencing for Meetings of the IURA and its Committees

WHEREAS, Part WW of Chapter 56 of the Laws of 2022 amended the public officers law to permit the use of videoconferencing by public bodies under certain circumstances, and

WHEREAS, the IURA has employed videoconferencing as authorized by executive order and statute throughout the course of the COVID-19 pandemic, and found that videoconferencing has positively impacted public access and participation in public meetings, reduced burdens on IURA staff, and increased transparency in the important work of the IURA, and

WHEREAS, the IURA desires to adopt videoconferencing procedures consistent with sections 103 and 103-a of the public officers law on behalf of all of its public bodies; now; therefore, be it

RESOLVED, that the IURA hereby authorizes the use of videoconferencing for all public meetings of the IURA and its committees for public meetings, and adoption of a uniform set of written procedures governing videoconferencing that is consistent with sections 103 and 103-a of the public officers law as follows:

Videoconferencing and Remote Attendance for Local Public Bodies.

A. The IURA and each of its committees, as public bodies, are authorized, but not required, to use videoconferencing to conduct its business as permitted by sections 103 and 103-a of the public officers law and pursuant to the requirements of this Resolution

B. The following requirements and procedures shall apply whenever videoconferencing is employed by a public body.

1. At least the minimum number of members of the public body necessary to constitute a quorum of the public body must be physically present at one or more location(s) open to the public to attend in person.

2. Each member of the public body must be physically present unless such member is unable to be physically present due to extraordinary circumstances, which shall include but not be limited to disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes the member’s physical attendance at such meeting. These extraordinary circumstances requirement shall be liberally construed to the maximum extent permitted by law.

3. The chair or other presiding officer of the public body shall determine whether extraordinary circumstances are present, except that any member of the public body disagreeing with the determination of the chair or presiding officer may move for a vote to override the determination of the chair or presiding officer. The determination shall be overridden upon the affirmative vote of a majority of the members of the public body in attendance. The member seeking to attend remotely due to extraordinary circumstances shall not be entitled to move to override the determination of the chair, or presiding officer, or to vote if so moved.

4. Except in the case of executive sessions, members of the public body attending by
videoconference shall be able to be heard, seen, and identified while the meeting is being conducted, including but not limited to any motions, proposals, resolutions, and any other matter formally discussed or voted upon. A member attending by videoconference shall be entitled to participate in the meeting, cast votes, and take any such other action as if the member were physically present.

5. The minutes of any meeting involving videoconferencing shall include which, if any, members participated remotely and shall be made available to the public pursuant to section one hundred six of the public officers law.

6. If videoconferencing is used to conduct a meeting, the public notice for the meeting shall inform the public that videoconferencing will be used, where the public can view and/or participate in such meeting, where required documents and records will be posted or available and identify the physical location(s) for the meeting where the public can attend in person.

7. Each meeting conducted using videoconferencing shall be recorded, and such recordings shall be posted or linked on the public website of the public body within five business days following the meeting. Such recordings shall remain available for a minimum of five years and shall be transcribed upon request.

8. The public body shall not be required to record or transcribe any executive session portion of the meeting or any other portion of the meeting which the public is not entitled to attend.

9. If videoconferencing is used to conduct a meeting, the public body shall provide the opportunity for members of the public to view such meeting via video, and, where public comment or participation in the meeting is authorized or required, to comment or participate via videoconference in real time. Videoconferencing, where employed, shall afford the same opportunity for public participation or testimony as in-person participation or testimony.

10. Staff members and any other participants in a meeting employing videoconferencing may be permitted, at the sole discretion of the chair or other presiding officer, to participate, comment, and/or testify by videoconference or through such other remote means as enable the participant to be contemporaneously heard during the meeting. This subsection shall not apply to members of the public body or members of the public engaging in public comment or participation governed by other provisions of this Resolution.

11. The public body shall be authorized, but not required, to adopt additional written procedures governing member and public attendance consistent with this Resolution. This Resolution and such additional written procedures, if any, as may be adopted by the public body shall constitute the written procedures of the public body for the purposes of section 103-a(2)(b) of the public officers law and shall be conspicuously posted on the public website of the public body.

12. Any public body employing videoconferencing must maintain an official website.

13. Videoconferencing and broadcast of meetings shall utilize technology to permit access by members of the public with disabilities consistent with the 1990 Americans with Disabilities Act (ADA), as amended, and corresponding guidelines. For purposes of this Resolution, “disability” shall have the meaning defined in section two hundred ninety-two of the executive law.

And be it further,
RESOLVED, notwithstanding the foregoing, the in-person participation requirements of this Resolution shall not apply during a state disaster emergency declared by the governor pursuant to section twenty-eight of the executive law, or a local state of emergency proclaimed by the Mayor or the chief executive of Tompkins County, if the public body determines that the circumstances necessitating the emergency declaration would affect or impair the ability of the public body to hold an in-person meeting. In the event of such a determination, no physical location need be noticed or made available to the public for in-person attendance, and all members and non-members may participate remotely.
Chapter 1 of the Laws of 2022 amends Sections 1 and 2 of Part E of Chapter 417 of the Laws of 2021 which amended Article 7 of the Public Officers Law ("the Open Meetings Law") as follows:

Section 1. Notwithstanding the provisions of article 7 of the public officers law to the contrary, any public body, as defined pursuant to section one hundred two of the public officers law, shall be authorized to meet and take such action authorized by law without permitting in public in-person access to meetings and authorize such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed.

§ 2. This act shall take effect immediately and shall expire and be deemed repealed upon the expiration or termination of the state disaster emergency declared pursuant to executive order 11 of 2021 or any extension or modification thereof; provided that the commissioner of health shall notify the legislative bill drafting commission upon the occurrence of the expiration or termination of such executive order in order that the commission may maintain an accurate and timely effective database of the official text of the laws of the state of New York in furtherance of effectuating the provisions of section 44 of the legislative law and section 70-b of the public officers law.

§ 2. This act shall take effect immediately.

Chapter 56 of the Laws of 2022 amends Section 103(c) and adds Section 103-a of Public Officers Law ("the Open Meetings Law"). Further, Section 1 of Chapter 56 states:

Section 3. Notwithstanding the provisions of article 7 of the public officers law to the contrary, for sixty days after the effective date of this act any public body shall be authorized to meet and take such action authorized by law without permitting in public-in-person access to meetings and authorize such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed.

§ 4. This act shall take effect immediately and shall expire and be deemed repealed July 1, 2024.

PUBLIC OFFICERS LAW, ARTICLE 7

§100. Legislative declaration.
§101. Short title.
§102. Definitions.
§103. Open meetings and executive sessions.
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§104. Public notice.
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§107. Enforcement.
§108. Exemptions.
§109. Committee on open government.
§100. Legislative declaration.
It is essential to the maintenance of a democratic society that the public business be performed in an open and public manner and that the citizens of this state be fully aware of and able to observe the performance of public officials and attend and listen to the deliberations and decisions that go into the making of public policy. The people must be able to remain informed if they are to retain control over those who are their public servants. It is the only climate under which the commonweal will prosper and enable the governmental process to operate for the benefit of those who created it.

§101. Short title.
This article shall be known and may be cited as "Open Meetings Law".

§102. Definitions.
As used in this article:

1. "Meeting" means the official convening of a public body for the purpose of conducting public business, including the use of videoconferencing for attendance and participation by the members of the public body.

2. "Public body" means any entity, for which a quorum is required in order to conduct public business and which consists of two or more members, performing a governmental function for the state or for an agency or department thereof, or for a public corporation as defined in section sixty-six of the general construction law, or committee or subcommittee or other similar body consisting of members of such public body or an entity created or appointed to perform a necessary function in the decision-making process for which a quorum is required in order to conduct public business and which consists of two or more members. A necessary function in the decision-making process shall not include the provision of recommendations or guidance which is purely advisory and which does not require further action by the state or agency or department thereof or public corporation as defined in section sixty-six of the general construction law.

3. "Executive session" means that portion of a meeting not open to the general public.

§103. Open meetings and executive sessions.
(a) Every meeting of a public body shall be open to the general public, except that an executive session of such body may be called and business transacted thereat in accordance with section one hundred five of this article.

(b) Public bodies shall make or cause to be made all reasonable efforts to ensure that meetings are held in facilities that permit barrier-free physical access to the physically handicapped, as defined in subdivision five of section fifty of the public buildings law.

(c) A public body shall provide an opportunity for the public to attend, listen and observe meetings in at least one physical location at which a member participates.

(d) Public bodies shall make or cause to be made all reasonable efforts to ensure that meetings are held in an appropriate facility which can adequately accommodate members of the public who wish to attend such meetings.

   * NB There are 2 sub (d)'s

(d) 1. Any meeting of a public body that is open to the public shall be open to being photographed, broadcast, webcast, or otherwise recorded and/or transmitted by audio or video means. As used herein the term "broadcast" shall also include the transmission of signals by cable.

2. A public body may adopt rules, consistent with recommendations from the committee on open government, reasonably governing the location of equipment and personnel used to photograph, broadcast, webcast, or otherwise record a meeting so as to conduct its proceedings in an orderly manner. Such rules shall be conspicuously posted during meetings and written copies shall be provided upon request to those in attendance.
(e) Agency records available to the public pursuant to article six of this chapter, as well as any proposed resolution, law, rule, regulation, policy or any amendment thereto, that is scheduled to be the subject of discussion by a public body during an open meeting shall be made available, upon request therefor, to the extent practicable at least twenty-four hours prior to the meeting during which the records will be discussed. Copies of such records may be made available for a reasonable fee, determined in the same manner as provided therefor in article six of this chapter. If the agency in which a public body functions maintains a regularly and routinely updated website and utilizes a high speed internet connection, such records shall be posted on the website to the extent practicable at least twenty-four hours prior to the meeting. An agency may, but shall not be required to, expend additional moneys to implement the provisions of this subdivision.

(f) Open meetings of an agency or authority shall be, to the extent practicable and within available funds, broadcast to the public and maintained as records of the agency or authority. If the agency or authority maintains a website and utilizes a high speed internet connection, such open meeting shall be, to the extent practicable and within available funds, streamed on such website in real-time, and posted on such website within and for a reasonable time after the meeting. For the purposes of this subdivision, the term “agency” shall mean only a state department, board, bureau, division, council or office and any public corporation the majority of whose members are appointed by the governor. For purposes of this subdivision, the term “authority” shall mean a public authority or public benefit corporation created by or existing under any state law, at least one of whose members is appointed by the governor (including any subsidiaries of such public authority or public benefit corporation), other than an interstate or international authority or public benefit corporation.

§ 103-a. Videoconferencing by public bodies [Expires and deemed repealed July 1, 2024].

1. For the purposes of this section, "local public body" shall mean a public corporation as defined in section sixty-six of the general construction law, a political subdivision as defined in section one hundred of the general municipal law or a committee or subcommittee or other similar body of such entity, or any entity for which a quorum is required in order to conduct public business and which consists of two or more members, performing a governmental function for an entity limited in the execution of its official functions to a portion only of the state, or a political subdivision of the state, or for an agency or department thereof. For the purposes of this section, a public body shall be as defined in subdivision two of section one hundred two of this article.

2. A public body may, in its discretion, use videoconferencing to conduct its meetings pursuant to the requirements of this article provided that a minimum number of members are present to fulfill the public body's quorum requirement in the same physical location or locations where the public can attend and the following criteria are met:

(a) the governing board of a county, city, town or village has adopted a local law, or a public body has adopted a resolution, or the senate and assembly have adopted a joint resolution, following a public hearing, authorizing the use of videoconferencing:

(i) for itself and its committees or subcommittees; or,

(ii) specifying that each committee or subcommittee may make its own determination;

(iii) provided however, each community board in a city with a population of one million or more shall make its own determination;

(b) the public body has established written procedures governing member and public attendance consistent with this section, and such written procedures shall be conspicuously posted on the public website of the public body;

(c) members of the public body shall be physically present at any such meeting unless such member is unable to be physically present at any such meeting location due to extraordinary circumstances, as set forth in the resolution and written procedures adopted pursuant to paragraphs (a) and (b) of this subdivision, including disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes the member's physical attendance at such meeting;

(d) except in the case of executive sessions conducted pursuant to section one hundred five of this article, the public body shall ensure that members of the public body can be heard, seen and identified, while the meeting is being
conducted, including but not limited to any motions, proposals, resolutions, and any other matter formally discussed or voted upon;

(e) the minutes of the meetings involving videoconferencing shall include which, if any, members participated remotely and shall be available to the public pursuant to section one hundred six of this article;

(f) if videoconferencing is used to conduct a meeting, the public notice for the meeting shall inform the public that videoconferencing will be used, where the public can view and/or participate in such meeting, where required documents and records will be posted or available, and identify the physical location for the meeting where the public can attend;

(g) the public body shall provide that each meeting conducted using videoconferencing shall be recorded and such recordings posted or linked on the public website of the public body within five business days following the meeting, and shall remain so available for a minimum of five years thereafter. Such recordings shall be transcribed upon request;

(h) if videoconferencing is used to conduct a meeting, the public body shall provide the opportunity for members of the public to view such meeting via video, and to participate in proceedings via videoconference in real time where public comment or participation is authorized and shall ensure that videoconferencing authorizes the same public participation or testimony as in person participation or testimony; and

(i) a local public body electing to utilize videoconferencing to conduct its meetings must maintain an official website.

3. The in person participation requirements of paragraph (c) of subdivision two of this section shall not apply during a state disaster emergency declared by the governor pursuant to section twenty-eight of the executive law, or a local state of emergency proclaimed by the chief executive of a county, city, village or town pursuant to section twenty-four of the executive law, if the public body determines that the circumstances necessitating the emergency declaration would affect or impair the ability of the public body to hold an in person meeting.

4. No later than January first, two thousand twenty-four, the committee on open government, created by paragraph (a) of subdivision one of section eighty-nine of this chapter, shall issue a report to the governor, the temporary president of the senate, the speaker of the assembly, the chair of the senate standing committee on local government, the chair of the senate standing committee on investigations and government operations, the chair of the assembly standing committee on local governments, and the chair of the assembly standing committee on governmental operations concerning the application and implementation of such law and any further recommendations governing the use of videoconferencing by public bodies to conduct meetings pursuant to this section.

5. Open meetings of any public body that are broadcast or that use videoconferencing shall utilize technology to permit access by members of the public with disabilities consistent with the 1990 Americans with Disabilities Act (ADA), as amended, and corresponding guidelines. For the purposes of this section, “disability” shall have the meaning defined in section two hundred ninety-two of the executive law.

§104. Public notice.
1. Public notice of the time and place of a meeting scheduled at least one week prior thereto shall be given or electronically transmitted to the news media and shall be conspicuously posted in one or more designated public locations at least seventy-two hours before such meeting.

2. Public notice of the time and place of every other meeting shall be given or electronically transmitted, to the extent practicable, to the news media and shall be conspicuously posted in one or more designated public locations at a reasonable time prior thereto.

3. The public notice provided for by this section shall not be construed to require publication as a legal notice.

4. If videoconferencing is used to conduct a meeting, the public notice for the meeting shall inform the public that videoconferencing will be used, identify the locations for the meeting, and state that the public has the right to attend the meeting at any of the locations.
5. If a meeting will be streamed live over the internet, the public notice for the meeting shall inform the public of the internet address of the website streaming such meeting.

6. When a public body has the ability to do so, notice of the time and place of a meeting given in accordance with subdivision one or two of this section, shall also be conspicuously posted on the public body’s internet website.

§105. Conduct of executive sessions.
1. Upon a majority vote of its total membership, taken in an open meeting pursuant to a motion identifying the general area or areas of the subject or subjects to be considered, a public body may conduct an executive session for the below enumerated purposes only, provided, however, that no action by formal vote shall be taken to appropriate public moneys:
   a. matters which will imperil the public safety if disclosed;
   b. any matter which may disclose the identity of a law enforcement agent or informer;
   c. information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed;
   d. discussions regarding proposed, pending or current litigation;
   e. collective negotiations pursuant to article fourteen of the civil service law;
   f. the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;
   g. the preparation, grading or administration of examinations; and
   h. the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof.

2. Attendance at an executive session shall be permitted to any member of the public body and any other persons authorized by the public body.

§106. Minutes.
1. Minutes shall be taken at all open meetings of a public body which shall consist of a record or summary of all motions, proposals, resolutions and any other matter formally voted upon and the vote thereon.

2. Minutes shall be taken at executive sessions of any action that is taken by formal vote which shall consist of a record or summary of the final determination of such action, and the date and vote thereon; provided, however, that such summary need not include any matter which is not required to be made public by the freedom of information law as added by article six of this chapter.

3. Minutes of meetings of all public bodies shall be available to the public in accordance with the provisions of the freedom of information law within two weeks from the date of such meeting except that minutes taken pursuant to subdivision two of this section shall be available to the public within one week from the date of the executive session. If the agency in which a public body functions maintains a regularly and routinely updated website and utilizes a high speed internet connection, such minutes shall be posted on the website within two weeks from the date of such meeting except that minutes taken pursuant to subdivision two of this section shall be available to the public within one week from the date of the executive session. For purposes of this subdivision unabridged video recordings or unabridged audio recordings or unabridged written transcripts may be deemed to be meeting minutes. Nothing in this section shall require the creation of minutes if the public body would not otherwise take them.

§107. Enforcement.
1. Any aggrieved person shall have standing to enforce the provisions of this article against a public body by the commencement of a proceeding pursuant to article seventy-eight of the civil practice law and rules, or an action for declaratory judgment and injunctive relief. In any such action or proceeding, if a court determines that a public body failed to comply with this article, the court shall have the power, in its discretion, upon good cause shown, to declare that the public body violated this article and/or declare the action taken in relation to such violation void, in whole or
in part, without prejudice to reconsideration in compliance with this article. If the court determines that a public body has violated this article, the court may require the members of the public body to participate in a training session concerning the obligations imposed by this article conducted by the staff of the committee on open government. An unintentional failure to fully comply with the notice provisions required by this article shall not alone be grounds for invalidating any action taken at a meeting of a public body. The provisions of this article shall not affect the validity of the authorization, acquisition, execution or disposition of a bond issue or notes.

2. In any proceeding brought pursuant to this section, costs and reasonable attorney fees may be awarded by the court, in its discretion, to the successful party. If a court determines that a vote was taken in material violation of this article, or that substantial deliberations relating thereto occurred in private prior to such vote, the court shall award costs and reasonable attorney's fees to the successful petitioner, unless there was a reasonable basis for a public body to believe that a closed session could properly have been held.

3. The statute of limitations in an article seventy-eight proceeding with respect to an action taken at executive session shall commence to run from the date the minutes of such executive session have been made available to the public.

§108. Exemptions.
Nothing contained in this article shall be construed as extending the provisions hereof to:

1. judicial or quasi-judicial proceedings, except proceedings of the public service commission and zoning boards of appeals;

2. a. deliberations of political committees, conferences and caucuses.

b. for purposes of this section, the deliberations of political committees, conferences and caucuses means a private meeting of members of the senate or assembly of the state of New York, or of the legislative body of a county, city, town or village, who are members or adherents of the same political party, without regard to (i) the subject matter under discussion, including discussions of public business,

(ii) the majority or minority status of such political committees, conferences and caucuses or

(iii) whether such political committees, conferences and caucuses invite staff or guests to participate in their deliberations; and

3. any matter made confidential by federal or state law.

§109. Committee on open government.
The committee on open government, created by paragraph (a) of subdivision one of section eighty-nine of this chapter, shall issue advisory opinions from time to time as, in its discretion, may be required to inform public bodies and persons of the interpretations of the provisions of the open meetings law.

§110. Construction with other laws.
1. Any provision of a charter, administrative code, local law, ordinance, or rule or regulation affecting a public body which is more restrictive with respect to public access than this article shall be deemed superseded hereby to the extent that such provision is more restrictive than this article.

2. Any provision of general, special or local law or charter, administrative code, ordinance, or rule or regulation less restrictive with respect to public access than this article shall not be deemed superseded hereby.

3. Notwithstanding any provision of this article to the contrary, a public body may adopt provisions less restrictive with respect to public access than this article

§111. Severability.
If any provision of this article or the application thereof to any person or circumstances is adjudged invalid by a court of competent jurisdiction such judgment shall not affect or impair the validity of the other provisions of the article or the application thereof to other persons and circumstances.
| ON SCHEDULE | HUD ENTITLEMENT ACTIVITIES | SPONSOR | 2019 CDBG Activities
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>complete</td>
<td>1.0 Homeowner Rehab&lt;sup&gt;7&lt;/sup&gt;</td>
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<tr>
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<td>Catholic Charities</td>
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</tr>
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<td>16.0 Immigrant Services</td>
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<td><strong>822,785.94 1,899.70 92%</strong></td>
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| NO          | 10.0 CD-RLF #46: COVID-19 Emergency SBRF | AFCU | 140,000.00 29,200.00 79% |
| ok          | 19.0 Emergency Rental Assistance Program | INHS | 190,000.00 475.00 99.75% |
| ok          | 20.0 CDBG-CV Admin                   | IURA | 153,892.20 68,807.05 55% |
| ok          | 21.0 Laundry & Internet Needs During COVID-19 | OAR of Tompkins County | 11,000.00 2,479.15 77% |
| ok          | 22.0 Ithaca CARES About Re-opening Child Care | NY, Inc. | 10,000.00 2,402.48 76% |
| complete    | 23.0 Aid for Immigrants During COVID-19 | Catholic Charities | 10,879.00 0.00 100% |
| complete    | 24.0 DICC Child Care Center Re-opening Assistance | DICC | 25,600.00 0.00 100% |
| NO          | 25.0 COVID-19 Emergency Assistance Program | The Salvation Army Assistance | 20,000.00 15,000.00 25% |
| ok          | 26.0 COVID-19 Testing for Vulnerable Populations | The REACH Project | 20,000.00 2,230.32 89% |
| ok          | 27.0 Security Deposits for Safer Housing | Catholic Charities | 25,000.00 8,229.00 67% |
| ok          | 28.0 On Call Office Subdivision      | Advocacy Center of Tompkins County | 5,720.00 5,720.00 0% |
| ok          | 29.0 Health & Wellness: Smoothies, Food Services & Yoga | Black Hands Universal, Inc. | 18,001.60 18,001.60 0% |
| ok          | 30.0 Online Market Discounts for LMI/SNAP Customers | Ithaca Farmer’s Market | 19,068.00 19,068.00 0% |
| ok          | 31.0 HVAC Upgrade                   | St.John’s Community Services | 20,300.00 20,300.00 0% |
| ok          | 32.0 GIAC Youth Programming         | GIAC | 175,000.00 175,000.00 0% |
| ok          | 33.0 Community Outreach Worker      | City of Ithaca | 65,000.00 65,000.00 0% |
|             | **Total**                          |         | **909,461.00 431,912.80 53%** |

| 2020 CDBG Activities
| complete    | 1.0 Small Repair Program           | INHS | 32,500.00 0.00 100% |
| ok          | 2.0 Founder’s Way For-Sale Townhomes | INHS | 27,555.84 27,555.84 0% |
| complete    | 4.0a Security Deposit Asst Delivery | Catholic Charities | 2,500.00 0.00 100% |
| ok          | 5.0 ReUse Job Skills Training & Employment Connections | Finger Lakes ReUse | 75,000.00 55,346.54 26% |
| ok          | 6.0 Work Preserve Job Training      | Historic Ithaca, Inc. | 67,500.00 15,044.72 78% |
| ok          | 7.0 Hospitality Employment Training Program | GIAC | 75,000.00 75,000.00 0% |
| ok          | 8.0 Reimagining Ithaca Community Gardens | Project Hope Growing Hope | 25,315.00 19,722.53 22% |
| complete    | 9.0 Food Pantry Mechanical Dock Leveler | TCA | 14,470.00 0.00 100% |
| complete    | 10.0 ADA Curb Ramps at West Village/Elm St Bus Stop | IURA | 11,000.00 0.00 100% |
| ok          | 11.00 GO ITHACA Low-Income Support | Center For Community Transportation | 12,200.00 12,200.00 0% |
| complete    | 12.0 2-1-1 & 2                        | Human Services Coalition | 20,000.00 0.00 100% |
| ok          | 13.0 Work Preserve: Job Readiness<sup>4</sup> | Historic Ithaca, Inc. | 20,000.00 3,515.60 82% |
| complete    | 14.0 Immigrant Services Program      | Catholic Charities | 30,000.00 0.00 100% |
| complete    | 15.0 2020 CDBG Admin                | IURA | 136,524.00 0.00 100% |
| ok          | Economic Development Loan Fund<sup>12, 16</sup> | IURA | 255,828.01 155,828.01 39% |
|             | **Total**                          |         | **805,227.86 364,213.25 55%** |

| 2020 HOME Activities
| ok          | 2.0 Founder’s Way For-Sale Townhomes<sup>14, 15</sup> | INHS | 172,344.16 29,622.81 83% |
| ok          | 3.0 Northside Apartments            | Cayuga Housing Dev Corp | 90,877.94 90,877.94 0% |
| ok          | 4.0 Security Deposit Asst For Vulnerable Households<sup>6, 12, 15, 19</sup> | Catholic Charities | 76,416.48 48,812.58 36% |
| complete    | 16.0 2020 HOME Admin                | IURA | 33,509.90 0.00 100% |
|             | **Total**                          |         | **374,607.48 170,772.33 54%** |

| 2021 HOME Activities
| ok          | 24.0 HOME-ARP Admin                 | IURA | 60,596.45 53,880.12 11% |
|             | **Total**                          |         | **60,596.45 53,880.12 11%** |
## 2021 CDBG Activities

<table>
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<tr>
<th>ON SCHEDULE</th>
<th>HUD ENTITLEMENT ACTIVITIES</th>
<th>SPONSOR</th>
<th>TOTAL BUDGET</th>
<th>UNEXPENDED BUDGET</th>
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<td>160,000.00</td>
<td>160,000.00</td>
<td>0%</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td>891,452.26</td>
<td>824,839.83</td>
<td>7%</td>
</tr>
</tbody>
</table>

## 2021 HOME Activities

<table>
<thead>
<tr>
<th>ON SCHEDULE</th>
<th>HOME ENTITLEMENT ACTIVITIES</th>
<th>SPONSOR</th>
<th>TOTAL BUDGET</th>
<th>UNEXPENDED BUDGET</th>
<th>% SPENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>ok 1.0</td>
<td>110 Auburn Street Homeowner Project</td>
<td>INHS</td>
<td>24,999.00</td>
<td>5,742.00</td>
<td>77%</td>
</tr>
<tr>
<td>ok 2.0</td>
<td>Homeowner Rehab</td>
<td>INHS</td>
<td>57,170.80</td>
<td>57,170.80</td>
<td>0%</td>
</tr>
<tr>
<td>ok 5.0</td>
<td>511 S. Plain Street For-Sale Duplex</td>
<td>INHS</td>
<td>77,850.00</td>
<td>77,850.00</td>
<td>0%</td>
</tr>
<tr>
<td>ok 6.0</td>
<td>Housing Scholarship Program(^5)</td>
<td>The Learning Web</td>
<td>75,600.00</td>
<td>75,600.00</td>
<td>0%</td>
</tr>
<tr>
<td>ok 7.0</td>
<td>Security Deposit Asst for Vulnerable Households</td>
<td>Catholic Charities</td>
<td>74,000.00</td>
<td>74,000.00</td>
<td>0%</td>
</tr>
<tr>
<td>ok 23.0</td>
<td>2021 HOME Admin</td>
<td>IURA</td>
<td>33,471.50</td>
<td>21,022.43</td>
<td>37%</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td>343,091.30</td>
<td>311,385.23</td>
<td>9%</td>
</tr>
</tbody>
</table>

### Total Unexpended Funds

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unexpended CDBG Entitlement Funds (Excludes CDBG-CV Funds)</td>
<td>960,765.83</td>
</tr>
<tr>
<td>Unexpended CDBG Program Income Committed to Action Plan Activities</td>
<td>230,186.95</td>
</tr>
<tr>
<td>CDBG Revolving Loan Fund Balance (#02 Bank Balance excluding interest)</td>
<td>231,330.78</td>
</tr>
<tr>
<td>Unexpended HOME Entitlement Funds</td>
<td>570,959.78</td>
</tr>
<tr>
<td>Unexpended HOME Program Income</td>
<td>0.00</td>
</tr>
<tr>
<td>HOME Program Income Unassigned</td>
<td>0.00</td>
</tr>
<tr>
<td>Total Unexpended HUD Funds</td>
<td>1,763,056.39</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unexpended CDBG-CV Funds</td>
<td>402,712.80</td>
</tr>
<tr>
<td>Unexpended CDBG-CV Program Income</td>
<td>29,200.00</td>
</tr>
<tr>
<td>Total Unexpended COVID-19 Funds</td>
<td>431,912.80</td>
</tr>
<tr>
<td>Total Unexpended HUD Funds</td>
<td>2,165,769.19</td>
</tr>
</tbody>
</table>

### 1.5 CDBG Spend Down Ratio Analysis (must be less than 1.5 by June 1st of each year):

CDBG Spend Down Ratio = total unexpended CDBG funds/most recent annual CDBG award

Most Recent Annual CDBG Award: 690,793

1.5 x Most Recent CDBG Award: 1,036,190

Current CDBG Funds: 1,192,096.61

Current CDBG Spend Down Ratio: 1.7257

Compliance With 1.5 CDBG Spend Down Ratio: No

Amount Required to be Expended by 6/1 to Meet CDBG Spend Down Ratio: 155,907.11
## LOAN REPAYMENTS DUE TO IURA

April 2022

### Entitlement Loans

<table>
<thead>
<tr>
<th>Loan Description</th>
<th>Original Loan</th>
<th>Year</th>
<th>First Due Date</th>
<th>%</th>
<th>Pymt</th>
<th>Paid</th>
<th>Loan Balance</th>
<th>Status</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diane's Downtown Auto-revised 5/3/12</td>
<td>80,000</td>
<td>2008</td>
<td>2026</td>
<td>4</td>
<td>449.85</td>
<td>-</td>
<td>22,197.83</td>
<td>Past Due - owes March &amp; April 2022</td>
<td>2/28/2022</td>
</tr>
<tr>
<td>Cedar Creek/IDK HOME/IDK HODAG</td>
<td>100,000</td>
<td>2008</td>
<td>2038</td>
<td>5</td>
<td>N/A</td>
<td>N/A</td>
<td>190,396.59</td>
<td>Int. Only Pmts. subject to cash flow</td>
<td>N/A</td>
</tr>
<tr>
<td>Breckenridge Place</td>
<td>400,000</td>
<td>2012</td>
<td>2053</td>
<td>1</td>
<td>N/A</td>
<td>-</td>
<td>521,414.51</td>
<td>Int. only pmts. due subject to cash flow</td>
<td>05/04/21</td>
</tr>
</tbody>
</table>

**TOTAL ENTITLEMENT LOANS**

| Amount | $580,000 | $449.85 | - | $734,008.93 |}

### CD-RLF

<table>
<thead>
<tr>
<th>Loan Description</th>
<th>Original Loan</th>
<th>Year</th>
<th>First Due Date</th>
<th>%</th>
<th>Pymt</th>
<th>Paid</th>
<th>Loan Balance</th>
<th>Status</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ithaca Coffee Roasting Facility</td>
<td>100,000</td>
<td>2013</td>
<td>2034</td>
<td>2.5</td>
<td>537.42</td>
<td>537.42</td>
<td>66,886.92</td>
<td>Current</td>
<td>4/12/2022</td>
</tr>
<tr>
<td>LAG Restaurant (The Rook)</td>
<td>40,000</td>
<td>2016</td>
<td>2023</td>
<td>2.5</td>
<td>600.72</td>
<td>600.72</td>
<td>4,170.34</td>
<td>Current</td>
<td>4/1/2022</td>
</tr>
<tr>
<td>Breckenridge Place</td>
<td>520,000</td>
<td>2016</td>
<td>2048</td>
<td>3.5</td>
<td>569.07</td>
<td>569.07</td>
<td>114,896.12</td>
<td>Current</td>
<td>4/1/2022</td>
</tr>
<tr>
<td>Tompkins Community Action (Harriet Gianello)</td>
<td>84,200</td>
<td>2018</td>
<td>2039</td>
<td>2.5</td>
<td>440.54</td>
<td>440.54</td>
<td>72,575.77</td>
<td>Current</td>
<td>4/29/2022</td>
</tr>
<tr>
<td>Tompkins Community Action Relocation Loan</td>
<td>96,960</td>
<td>2018</td>
<td>2029</td>
<td>2.5</td>
<td>857.48</td>
<td>857.48</td>
<td>85,294.99</td>
<td>Current</td>
<td>4/29/2022</td>
</tr>
<tr>
<td>Scattered Site Preservation</td>
<td>160,000</td>
<td>2018</td>
<td>2051</td>
<td>2</td>
<td>-</td>
<td>-</td>
<td>134,138.93</td>
<td>Annual Pmts Subject to Cash Flow</td>
<td>N/A</td>
</tr>
</tbody>
</table>

**TOTAL CD-RLF LOANS**

| Amount | $595,160 | 3,002.03 | 3,002.03 | 457,766.07 |}

### CD-RLF Priority Business

<table>
<thead>
<tr>
<th>Loan Description</th>
<th>Original Loan</th>
<th>Year</th>
<th>First Due Date</th>
<th>%</th>
<th>Pymt</th>
<th>Paid</th>
<th>Loan Balance</th>
<th>Status</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Theatre1</td>
<td>458,500</td>
<td>2009</td>
<td>2029*</td>
<td>2</td>
<td>1,741.96</td>
<td>1,741.96</td>
<td>314,507.16</td>
<td>Current</td>
<td>4/1/2022</td>
</tr>
<tr>
<td>Liquid State Brewing Company</td>
<td>70,000</td>
<td>2017</td>
<td>2025</td>
<td>2.5</td>
<td>975.54</td>
<td>975.54</td>
<td>32,771.92</td>
<td>Current</td>
<td>4/1/2022</td>
</tr>
<tr>
<td>Urban Core</td>
<td>200,000</td>
<td>2017</td>
<td>2038</td>
<td>2.5</td>
<td>1,068.43</td>
<td>1,068.43</td>
<td>172,491.96</td>
<td>Current</td>
<td>4/1/2022</td>
</tr>
<tr>
<td>Home Cooking</td>
<td>100,000</td>
<td>2021</td>
<td>2028</td>
<td>3.5</td>
<td>1,343.99</td>
<td>1,343.99</td>
<td>91,494.97</td>
<td>Current</td>
<td>4/1/2022</td>
</tr>
<tr>
<td>GreenStar Coop</td>
<td>400,000</td>
<td>2019</td>
<td>2029</td>
<td>3.5</td>
<td>3,955.43</td>
<td>4,153.20</td>
<td>336,524.81</td>
<td>N/A</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL CD-RLF PRIORITY BUSINESS**

| Amount | $1,228,500 | 9,085.35 | 9,283.12 | 947,790.81 |}

### Non-CDBG

<table>
<thead>
<tr>
<th>Loan Description</th>
<th>Original Loan</th>
<th>Year</th>
<th>First Due Date</th>
<th>%</th>
<th>Pymt</th>
<th>Paid</th>
<th>Loan Balance</th>
<th>Status</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ithaca Downtown Assoc (Canopy Hotel)2</td>
<td>1,375,000</td>
<td>2016</td>
<td>2037</td>
<td>3.05%</td>
<td>7,660.18</td>
<td>7,660.18</td>
<td>1,174,314.25</td>
<td>Current</td>
<td>4/11/2022</td>
</tr>
<tr>
<td>324 Buffalo St. Loan</td>
<td>110,000</td>
<td>2021</td>
<td>2035</td>
<td>2.50%</td>
<td>508.30</td>
<td>508.30</td>
<td>107,182.35</td>
<td>Current</td>
<td>4/1/2022</td>
</tr>
<tr>
<td>107-109 South Titus</td>
<td>578,555</td>
<td>2020</td>
<td>2035</td>
<td>2.50%</td>
<td>2,294.57</td>
<td>2,294.57</td>
<td>560,852.07</td>
<td>Current</td>
<td>4/1/2022</td>
</tr>
</tbody>
</table>

**TOTAL NON-CDBG**

| Amount | $2,063,555 | 10,463 | 10,463.05 | 1,842,349 |}

### HODAG

<table>
<thead>
<tr>
<th>Loan Description</th>
<th>Original Loan</th>
<th>Year</th>
<th>First Due Date</th>
<th>%</th>
<th>Pymt</th>
<th>Paid</th>
<th>Loan Balance</th>
<th>Status</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Breckenridge Place</td>
<td>600,000</td>
<td>2012</td>
<td>2043</td>
<td>2</td>
<td>2,217.72</td>
<td>2,217.72</td>
<td>487,612.02</td>
<td>Current</td>
<td>4/1/2022</td>
</tr>
</tbody>
</table>

**TOTAL HODAG LOANS**

| Amount | $600,000 | 2,217.72 | 2,217.72 | 487,612.02 |}

### HOME

<table>
<thead>
<tr>
<th>Loan Description</th>
<th>Original Loan</th>
<th>Year</th>
<th>First Due Date</th>
<th>%</th>
<th>Pymt</th>
<th>Paid</th>
<th>Loan Balance</th>
<th>Status</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stone Quarry Apartments, LLC2</td>
<td>370,000</td>
<td>2018</td>
<td>2045</td>
<td>2</td>
<td>N/A</td>
<td>-</td>
<td>377,620.34</td>
<td>Int. only pmts. due subject to cash flow</td>
<td>5/4/2021</td>
</tr>
<tr>
<td>210 Hancock5</td>
<td>206,303</td>
<td>2017</td>
<td>2047</td>
<td>2</td>
<td>N/A</td>
<td>-</td>
<td>219,615.47</td>
<td>Int. only pmts. due subject to cash flow</td>
<td>8/28/2020</td>
</tr>
<tr>
<td>Founder's Way</td>
<td>199,900</td>
<td>2021</td>
<td>2053</td>
<td>1</td>
<td>N/A</td>
<td>N/A</td>
<td>177,900.00</td>
<td>No accrued interest or pmts due in construction period - up to 2 years</td>
<td>N/A</td>
</tr>
<tr>
<td>Cayuga Flats</td>
<td>100,000</td>
<td>2020</td>
<td>2070</td>
<td>0</td>
<td>N/A</td>
<td>N/A</td>
<td>100,083.33</td>
<td>Permanent Construction Period Commenced 12/1/2021. Annual Pmts Subject to Cash Flow.</td>
<td>N/A</td>
</tr>
</tbody>
</table>

**TOTAL HOME**

| Amount | $876,823 | 0.00 | 871,219.14 |}

### TOTAL IURA LOAN PORTFOLIO

| Amount | $6,074,441 | 25,218.00 | $24,965.92 | 5,456,821.32 |}

**Agrees to Balance Sheet for April 2022**

**Notes**

Agrees to M&T loan Statement for April 2022
### LEASE PAYMENTS DUE TO IURA

**April 2022**

<table>
<thead>
<tr>
<th>Project</th>
<th>Monthly Fee</th>
<th>Quarterly Fee</th>
<th>Yearly Fee</th>
<th>Status</th>
<th>Date Last Pay Rec'd</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cherry Street Industrial Park</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Evaporated Metal Films</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Yearly Maintenance Fee - July</td>
<td>$ 236.80</td>
<td></td>
<td></td>
<td>Current</td>
<td>8/13/2021</td>
</tr>
<tr>
<td>Precision Filters</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Yearly Maintenance Fee - July</td>
<td>$ 375.00</td>
<td></td>
<td></td>
<td>Current</td>
<td>7/12/2021</td>
</tr>
<tr>
<td>Cayuga Green</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Allpro Parking - air rights lease</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Monthly Lease</td>
<td>$ 3,040.50</td>
<td></td>
<td></td>
<td>Past Due - owes April 2022 (received April's Pmt 5/5/2022. Will be reflected on May’s Statement)</td>
<td>4/12/2022</td>
</tr>
<tr>
<td>(rate change 1/1/2022)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cayuga Green-Parcel A ground floor</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Monthly Lease -rate change on 2/1/2021</td>
<td>$ 7,140.70</td>
<td></td>
<td></td>
<td>Current</td>
<td>4/5/2022</td>
</tr>
<tr>
<td>Cinemapolis</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Monthly Lease -rate change on 5/1/2021</td>
<td>$ 3,363.00</td>
<td></td>
<td></td>
<td>Current</td>
<td>4/5/2022</td>
</tr>
<tr>
<td>Qrtly Maint Fee- Jan., April, July, Oct.</td>
<td>$ 297.80</td>
<td></td>
<td></td>
<td>Past Due - owes April 2022 (Pmt Rec’d in May. Will be reflected on May’s statement)</td>
<td>1/7/2022</td>
</tr>
<tr>
<td>(Maint Fee rate change on 7/1/21)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Leases</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Southside Community Center-RIBS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Monthly Lease -New rate 7/1/21</td>
<td>$ 474.74</td>
<td></td>
<td></td>
<td>Current - Paid through 6/30/2022</td>
<td>3/25/2022</td>
</tr>
<tr>
<td>Farmer’s Market/Steamboat Landing</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Quarterly Lease - June, Aug., Oct., Dec.</td>
<td>$ 8,854.00</td>
<td></td>
<td></td>
<td>Current</td>
<td>2/17/2022</td>
</tr>
</tbody>
</table>
### Funded Projects Only

**IURA Recommended Draft 2022 Action Plan, City of Ithaca, NY**

**March 24th, 2022 – Revised: May 18th, 2022**

#### Funding Opportunities

<table>
<thead>
<tr>
<th>#</th>
<th>Project Description</th>
<th>Sponsor</th>
<th>Funding Request</th>
<th>Total Project Cost</th>
<th>CDBG</th>
<th>HOME</th>
<th>TOTAL</th>
<th>Project Summary</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>215 Cleveland Ave. For-Sale Home*</td>
<td>Ithaca Neighborhood Housing Services</td>
<td>$50,000.00</td>
<td>$280,470.00</td>
<td>$50,000.00</td>
<td>$50,000.00</td>
<td>Funding towards construction of single-family house to become a permanently affordable for-sale Community Housing Trust home for LMI household.</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Homeowner Rehab</td>
<td>Ithaca Neighborhood Housing Services</td>
<td>$195,000.00</td>
<td>$276,140.00</td>
<td>$136,123.31</td>
<td>$122,517.50</td>
<td>$148,640.81</td>
<td>Assist 8 LMI homeowners with maintenance and rehabilitation projects that improve condition, performance, accessibility, and safety of their homes.</td>
</tr>
<tr>
<td>3</td>
<td>Minor Repair Program</td>
<td>Ithaca Neighborhood Housing Services</td>
<td>$40,000.00</td>
<td>$233,243.00</td>
<td>$40,000.00</td>
<td>$40,000.00</td>
<td>Funding towards salary/benefits to provide at least 40 LMI homeowners with maintenance and repairs focused on health/safety issues, accessibility, and providing links to other programs and services.</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Aurora St. &amp; Morris Ave. Revitalization</td>
<td>Habitat for Humanity</td>
<td>$79,000.00</td>
<td>$270,000.00</td>
<td>$79,000.00</td>
<td>$79,000.00</td>
<td>Funding to rehabilitate 2 homes, creating 2 units of owner-occupied affordable housing for first-time LMI homeowners.</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Sears St. Development*</td>
<td>Ithaca Neighborhood Housing Services</td>
<td>$200,000.00</td>
<td>$1,700,000.00</td>
<td>$92,148.40</td>
<td>$92,148.40</td>
<td>Funding to construct 2 new permanently affordable for-sale Community Housing Trust homes.</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Security Deposit Assistance for Vulnerable Households</td>
<td>Catholic Charities of Tompkins/Tioga Counties</td>
<td>$74,000.00</td>
<td>$101,108.00</td>
<td>$74,000.00</td>
<td>$74,000.00</td>
<td>Funding towards security deposits for 65 LMI households (incl. elderly, disabled, single parents) at risk of homelessness to access safe/stable housing and avoid homelessness, including 5 deposits for Housing for School Success program homeless families/children.</td>
<td></td>
</tr>
<tr>
<td>6A</td>
<td>Security Deposit Assistance Delivery</td>
<td>Catholic Charities of Tompkins/Tioga Counties</td>
<td>$2,500.00</td>
<td>$2,500.00</td>
<td>$2,500.00</td>
<td>$2,500.00</td>
<td>Project-delivery for security deposit assistance program.</td>
<td></td>
</tr>
</tbody>
</table>

#### Economic Development

<table>
<thead>
<tr>
<th>#</th>
<th>Description</th>
<th>Sponsor</th>
<th>Funding Request</th>
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<th>CDBG</th>
<th>HOME</th>
<th>TOTAL</th>
<th>Project Summary</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>Green Job Opportunities Through Reuse Training</td>
<td>Finger Lakes ReUse, Inc.</td>
<td>$61,934.65</td>
<td>$164,385.52</td>
<td>$61,934.65</td>
<td>$61,934.65</td>
<td>Funding towards job training for LMI populations and placement at least 8 LMI adults with employment barriers to permanent unsubsidized positions.</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Work Preserve Job Training: Job Placements</td>
<td>Historic Ithaca, Inc.</td>
<td>$67,500.00</td>
<td>$202,817.00</td>
<td>$67,500.00</td>
<td>$67,500.00</td>
<td>Funding for staff salaries and participant stipends leading to job placements of 5 LMI individuals (e.g., youth, adults, formerly incarcerated, people with disabilities) to employment, new hires to workforce.</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Hospitality Employment Training Program (HETP)</td>
<td>Greater Ithaca Activities Center, Inc. (GIAC)</td>
<td>$103,000.00</td>
<td>$142,000.00</td>
<td>$50,000.00</td>
<td>$50,000.00</td>
<td>Staff, supplies, stipends, and professional fees to train 10 and place 8 LMI adults with employment barriers (e.g., people with disabilities, formerly incarcerated, homeless, recovering addicts, immigrants, single parents) into hospitality and institutional administrative positions.</td>
<td></td>
</tr>
<tr>
<td>[F]</td>
<td>Economic Development Loan Fund</td>
<td>IURA</td>
<td>$120,000.00</td>
<td>$300,000.00</td>
<td>$50,000.00</td>
<td>$50,000.00</td>
<td>Capital loan fund for business loans resulting in job creation (including underwriting and delivery).</td>
<td></td>
</tr>
</tbody>
</table>

#### Public Facilities/Infrastructure

<table>
<thead>
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</tr>
</thead>
<tbody>
<tr>
<td>10</td>
<td>Catholic Charities Building</td>
<td>Ithaca Neighborhood Housing Services</td>
<td>$93,744.00</td>
<td>$221,344.00</td>
<td>$126,666.60</td>
<td>$126,666.60</td>
<td>Funding towards staff, supplies, stipends, and professional fees to train 10 and place 8 LMI adults with employment barriers (e.g., people with disabilities, formerly incarcerated, homeless, recovering addicts, immigrants, single parents) into hospitality and institutional administrative positions.</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>West End Pedestrian Improvements</td>
<td>City of Ithaca</td>
<td>$205,000.00</td>
<td>$370,000.00</td>
<td>$126,666.60</td>
<td>$126,666.60</td>
<td>Funding to construct ADA curb ramps, sidewalks, and cross-walks at Elm St/Chestnut St. to benefit 1,535 LMI residents.</td>
<td></td>
</tr>
</tbody>
</table>

#### Public Services

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>12</td>
<td>2-1-1 Information &amp; Referral</td>
<td>Human Services Coalition of Tompkins County, Inc. (HSC)</td>
<td>$25,000.00</td>
<td>$460,836.00</td>
<td>$20,000.00</td>
<td>$20,000.00</td>
<td>Staff salaries to provide sufficient contact center coverage to meet community needs, benefiting at least 2,700 LMI persons.</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Work Preserve Job Training: Job Readiness</td>
<td>Historic Ithaca, Inc.</td>
<td>$20,000.00 (same as #10 above)</td>
<td>$20,000.00</td>
<td>$20,000.00</td>
<td>Funding for staff salaries to provide 10 LMI youth and adults with job-readiness training, workplace evaluations, and support in transitioning to other services or employment.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>Immigrant Services Program (ISP)</td>
<td>Catholic Charities of Tompkins/Tioga Counties</td>
<td>$38,000.00</td>
<td>$77,500.00</td>
<td>$30,000.00</td>
<td>$30,000.00</td>
<td>Staffing to provide 100 refugees and immigrants with direct services and referrals so they can better integrate into the community.</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>GIAC Computer Lab</td>
<td>Greater Ithaca Activities Center, Inc. (GIAC)</td>
<td>$22,750.00</td>
<td>$52,550.00</td>
<td>$10,889.96</td>
<td>$10,889.96</td>
<td>Partial funding to support updating a technology lab with 5-6 new computer stations, scanner/printer, overhead projector, and updated software, which will bridge the achievement and accessibility gap for 40 LMI individuals (schoolchildren and job-seekers).</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>Pre-Apprentice Program Work Services</td>
<td>Black Hands Universal</td>
<td>$31,300.00</td>
<td>$165,000.00</td>
<td>$12,000.00</td>
<td>$12,000.00</td>
<td>Funding to for two instructors to deliver curriculum necessary to prepare participants for apprenticeship programs in the trades.</td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>Latino Multicultural Center</td>
<td>No Más Atrás</td>
<td>$33,240.00</td>
<td>$33,240.00</td>
<td>$5,350.00</td>
<td>$5,350.00</td>
<td>Partial funding to support weekly food bank (free food distributions) at the Latino Multicultural Center reaching at least 140 unsubsidized LMI individuals.</td>
<td></td>
</tr>
</tbody>
</table>

#### Administration

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<tr>
<td>18</td>
<td>CDBG Administration (26%)</td>
<td>IURA</td>
<td>$126,666.60</td>
<td>$126,666.60</td>
<td>$126,666.60</td>
<td>$126,666.60</td>
<td>Planning, administration, and monitoring for CDBG program.</td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>HOME Administration (10%)</td>
<td>IURA</td>
<td>$31,682.50</td>
<td>$31,682.50</td>
<td>$31,682.50</td>
<td>$31,682.50</td>
<td>Planning, administration, and monitoring for HOME program.</td>
<td></td>
</tr>
</tbody>
</table>

**Projected Total:** $1,600,317.75

**Subtotal:** $5,193,167.28

**Total Project Cost:** $809,182.52

**Self-Help Housing Subtotal:** $735,934.96

**Total Project Cost:** $330,340.40

**Total:** $1,084,275.36

**ACRONYMS:**
- RIO = Recuperated Undiscounted (from prior years)
- LMI = Low & Moderate Income (80% or less of AMI)
- AMI = Area Median Income (Tompkins County)
- FTE = Full-Time Equivalent
- PI = Program Income

**Minimum Required Set-Aside of HOME Funds for CHDO Activities (15%):** $47,523.75

*CHDO Set-Aside Eligible Projects: 7