



Urban Renewal Agency
Board of Directors Meeting
October 26, 2015

MINUTES

Board Members present:

Kevin Clark, Chairman
Ken Rohr, Vice-Chairman
Frederica Mazzola, Treasurer
Donna Yawman
Joe Kosiorek

Staff present:

Kal Wysokowski, Exec. Director
Monika Salvage, Exec. Assistant

Others present:

Lucien Morin II, Counsel

I. Call to Order

The regular meeting of the Fairport URA Board of Directors was called to order by Chairman Kevin Clark at 5:02 pm.

II. Public Comment Period – No comments.

III. Approval of Minutes

A motion to approve the minutes of the September meeting was made by Donna Yawman, seconded by Ken Rohr, passed. Frederica Mazzola abstained.

IV. Financial Reports

- a. Resolution 2015-10 authorizing payment of bills was reviewed. Motion to authorize payment of bills was made by Frederica Mazzola, seconded by Ken Rohr, unanimous.
- b. Section 8 Housing Report was reviewed and accepted.
- c. Reconciliation Report was reviewed and accepted.
- d. Loan Status Report was reviewed and accepted.

V. Organizational Meeting

a. Election of Officers

Donna Yawman made a motion to keep the current slate of officers for a one-year term, seconded by Ken Rohr, passed unanimously.

Kevin Clark (Chairman), Ken Rohr (Vice-Chairman), Frederica Mazzola (Treasurer/Secretary)

b. Appointment of Committee Members

A motion to nominate the current members of the Governance Committees for a one-year term was made by Kevin Clark, seconded by Frederica Mazzola, passed unanimously.

Donna Yawman (Chair), Frederica Mazzola, Joe Kosiorek (Governance Committee)

A motion to appoint the current members of the Audit Committee for a one-year term was made by Donna Yawman, seconded by Frederica Mazzola, passed unanimously.

Ken Rohr (Chair), Donna Yawman, Frederica Mazzola, Jim Unckless (Audit Committee)

c. Completion of Authority Budget Office (ABO) Forms

Board members signed "Acknowledgement of Fiduciary Duties and Responsibilities" as provided by the ABO. Board members individually handed in "Confidential Evaluation of Board Performance," which will be submitted to the ABO. Board members also signed the required "Conflict of Interest Statement."

d. Approval of Meeting Calendar for the FY 2015/2016

A motion to approve the Board of Directors meeting calendar was made by Donna Yawman, seconded by Frederica Mazzola, passed unanimously. The Fairport URA will meet monthly, following the IDA meeting, in the Village Hall Board Room. Meeting dates will be posted on the bulletin boards at Fairport Village Hall and the Fairport Library and shared on the Agency's website.

e. Renewal of Service Contracts

A motion to approve the renewal of service contracts was made by Donna Yawman, seconded by Ken Rohr, passed unanimously.

McConville, Considine, Cooman & Morin P.C. (legal counsel)

Perinton Tax & Accounting Services (accounting services)

Raymond F. Wager, CPA, P.C. (audit services)

Fairport Industrial Development Agency (personnel services)

f. Ratification of Existing Policies

A motion to ratify existing Agency policies was made by Frederica Mazzola, seconded by Ken Rohr, passed unanimously.

g. Designation of Official Newspaper

A motion to approve The Daily Record as the Agency's official newspaper was made by Donna Yawman, seconded by Frederica Mazzola, passed unanimously.

VI. Adjourn

A motion to adjourn at 5:14 pm was made by Ken Rohr, seconded by Frederica Mazzola, unanimous.

The next regular meeting is scheduled for November 16, 2015.