

Village of Fairport  
**Office of Community + Economic Development**

31 South Main Street  
Fairport, New York 14450

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**MINUTES**  
**Urban Renewal Agency**  
**Board of Directors Meeting**  
March 24, 2009

**Board Members present:**

Jim Unckless, Chairman  
Kevin Clark  
Ken Rohr  
Donna Yawman

**Staff present:**

Kal Wysokowski, Exec. Director  
Monika Salvage, Assistant

**Others present:**

Lou Morin II, Counsel

**Absent:** Andree Mastrosimone

The regular meeting of the Fairport URA Board of Directors was called to order by Chairman Jim Unckless at 5:50 pm.

**I. Approval of Minutes**

A motion to approve the minutes of the February meeting was made by Ken Rohr, seconded by Donna Yawman, and unanimously approved.

**II. Financial Reports**

- a. **Resolution 2009-03** authorizing payment of bills was reviewed. Motion to authorize payment of bills was made by Ken Rohr, seconded by Donna Yawman, and unanimously approved.
- b. **Reconciliation Report** was reviewed and accepted.
- c. **Section 8 Housing Report** – the waiting list remains closed.
- d. **Loan Status Report** was reviewed and accepted.  
The Board requested an update of the report format in order to have a better overview of who is up-to-date with loan payments and who is behind and by how many months.

### **III. Old Business**

#### **a. URA Audit**

Since Urban Renewal Agencies are Public Authorities by State law, the same reporting requirements apply as with IDAs. The question arose if the Fairport URA with its limited budget needs an audit. The loan funds are already being audited. It will be looked into if a combined audit is possible.

### **IV. New Business**

#### **a. Reserve Fund Allocation**

Ken Rohr presented the proposed Reserve Fund Allocation of \$ 3 million. The Board was in favor of this allocation. Counsel will look into the proper legal measures that need to be taken.

#### **b. URA-IDA Contract for Services**

Counsel suggested several changes to the draft. An updated contract will be presented at the next meeting.

### **V. Motion to adjourn the meeting at 6:20 pm was made by Kevin Clark, seconded by Donna Yawman, and unanimously approved.**

The next meeting is scheduled for Monday, April 20, 2009 at 5:30 pm.