

Village of Fairport
Office of Community + Economic Development
31 South Main Street
Fairport, New York 14450

MINUTES
Urban Renewal Agency
Board of Directors Meeting
April 19, 2010

Board Members present:

Jim Unckless, Chairman
Kevin Clark, Vice Chairman
Ken Rohr
Donna Yawman

Excused:

Andree Mastrosimone

Staff present:

Kal Wysokowski, Exec. Director
Monika Salvage, Assistant

Others present:

Lou Morin II, Counsel

The regular meeting of the Fairport URA Board of Directors was called to order by Chairman Jim Unckless at 5:20 pm.

I. Approval of Minutes

A motion to approve the minutes of the March meeting was made by Donna Yawman, seconded by Ken Rohr, unanimous. Jim Unckless abstained from the vote.

II. Financial Reports

- a. **Resolution 2010-04** authorizing payment of bills was reviewed. Motion to authorize payment of bills was made by Ken Rohr, seconded by Donna Yawman, unanimous.
- b. **Reconciliation Report** was reviewed and accepted.
- c. **Section 8 Housing Report** was reviewed and accepted. Jim Unckless noted that the occupancy rate “tumbled” from 100% to 99.49%.
- d. **Loan Status Report** was reviewed and accepted. Ken Rohr shared the discussion of the Audit Committee regarding the procedures for overdue balances and late fees.

III. Old Business

a. **Loan Request: Fairport Masonic Lodge**

The Audit Committee reviewed the additional financial material presented by the Lodge. A motion to approve a \$70,000 loan for roof and siding repairs at an interest rate of 5.25% for 15 years was made by Ken Rohr, seconded by Donna Yawman, unanimous.

IV. New Business

a. **Whistleblower Policy**

The Audit Committee reviewed several sample policies and made a recommendation to the Board. A motion to adopt the whistleblower policy as presented (see attachment) was made by Ken Rohr, seconded by Donna Yawman, unanimous.

b. **URA Reserve Funds**

The Audit Committee made a recommendation to the Board regarding the reservation of \$150,000 of the URA's unrestricted net assets. A motion to pass the resolution as attached was made by Donna Yawman, seconded by Ken Rohr, unanimous.

V. Motion to adjourn at 5:50 pm was made by Kevin Clark, seconded by Ken Rohr, unanimous.

The next meeting is scheduled for May 17, 2010 at 5:30 pm.