

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  
December 20, 2010

**Board Members present:**

Jim Unckless, Chairman  
Kevin Clark, Vice-Chairman  
Ken Rohr, Treasurer  
Andree Mastrosimone  
Donna Yawman

**Staff present:**

Kal Wysokowski, Exec. Director  
Monika Salvage, Exec. 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 5:50 pm.

**I. Approval of Minutes**

A motion to approve the minutes of the November meeting was made by Donna Yawman, seconded by Andree Mastrosimone, unanimous.

**II. Financial Reports**

- a. **Resolution 2010-12** authorizing payment of bills was reviewed. Motion to authorize payment of bills, subject to final review of several bills with Executive Director, was made by Ken Rohr, seconded by Andree Mastrosimone, unanimous.
- b. **Reconciliation Report** was reviewed and accepted.
- c. **Section 8 Housing Report** was reviewed and accepted.  
Kal Wysokowski shared with the Board a letter from the Office of Public Housing, informing the Agency about 104 new Housing Choice Vouchers available in Fairport. The Section 8 Housing director already returned a letter of interest. The Board discussed the implications of 104 additional vouchers and requested information about administrative costs and staff requirements. It was agreed to invite the Housing Director to the next Board meeting in January to discuss the expansion of the housing program.  
Fairport Municipal Commission is conducting energy-efficient renovations of converted apartments. They expended \$20,00 for this effort. FMC is asking OCED for a contribution of \$10,000 to complete this effort.
- d. **Loan Status Report** was reviewed and accepted.
- e. **2010 Audit** was reviewed by the Audit Committee and the executive summary was presented to the Board by Treasurer Ken Rohr. A motion to approve the 2010 Audit, subject to final review by the Treasurer, was made by Ken Rohr, seconded by Donna Yawman, unanimous.

### **III. Old Business**

#### **a. Senior Grant Request - Schutt**

Motion to approve a senior grant of \$1,875, providing a 50% match for a new roof, was made by Donna Yawman, seconded by Andree Mastro Simone, unanimous.

#### **b. High Street Senior Housing Project / Providence Housing Corp.**

Kal Wysokowski reported that of the four purchase offers the Agency sent out three were returned with counter offers. One property owner appears before the Zoning Board to request variances that would be a condition for the sale. Providence is in the process of appraising all four parcels as one.

A motion to move into Executive Session at 6:15 pm to discuss the acquisition and disposition of real property was made by Ken Rohr, seconded by Kevin Clark, unanimous. A motion to move out of Executive session at 6:25 pm was made by Ken Rohr, seconded by Kevin Clark, unanimous.

### **IV. New Business**

#### **a. Home Improvement Loan Application - Lane**

Kal Wysokowski shared a loan application with the Audit Committee at the last meeting. Committee members reported concerns about the submitted income statement and list of assets. The Board consented that the applicant is not likely to qualify for the loan program. No action was taken.

#### **V. Motion to adjourn at 6:50 pm was made by Donna Yawman, seconded by Andree Mastro Simone, unanimous.**

The next meeting is scheduled for January 18, 2011 at 5:30 pm.