



SYRACUSE HOUSING AUTHORITY

Building Neighborhoods. Growing Dreams.

Board Commissioner's Board Meeting Minutes

Date: July 23rd, 2026

Start Time: 12:03PM

Quorum: 12:03PM

Mission: To provide quality, safe, and affordable housing; to create opportunities for SHA residents' self-sufficiency and economic independence, and to empower individual potential in an environment where people want to live, work, and build communities.

Commissioner Attendees: Chair Ryan Benz – **RECUSED AT 12:05PM**, Commissioner Milton Martinez, Commissioner Rickey Brown, Commissioner Quwanka Ellerby, Commissioner Doug Reicher, Commissioner Patricia McBride, Commissioner Monica Williams

Other: Counsel Brad Hunt of Mackenzie Hughes, Allyson Carpenter of McCormack Baron, Executive Director Jalyn Clifford, SHA Staff Members

HUD Conflict of Interest Response

Chair Benz reported that HUD had requested additional information concerning his recusal. He stated that he had responded, counsel remained involved in the ongoing discussions with HUD, and he would continue to recuse himself where appropriate. In recognition of HUD's request, Chair Benz recused himself from the remainder of the meeting and turned the proceedings over to Vice Chair Rickey Brown.

Approval of Meeting Minutes

Resolution Authorizing Approval of 06/25/2026 Meeting Minutes: Motion made by Monica Williams, 2nd by Patricia McBride, no objections or further discussion, motion carried unanimously.

Resolution Authorizing Approval of 07/02/2026 Meeting Minutes: Motion made by Monica Williams, 2nd by Patricia McBride, no objections or further discussion, motion carried unanimously.

Committee Reports:

Governance Committee

- Revisions to the Conflict of Interest Statement. Final review was postponed to allow for additional research and consultation regarding best practices.
- Reviewed proposed updates to the Admissions and Continued Occupancy Policy. The revisions primarily addressed recent federal requirements and administrative clarifications, including:
 - Income and asset calculations;
 - Descriptions of real property and other assets;
 - Income and asset verification procedures;
 - References to current HUD notices;
 - Documentation requirements;
 - Processing involving deceased tenants;
 - HUD Form 50058 reporting requirements;
 - Medical-expense thresholds affecting elderly and disabled residents; and
 - Internal operational procedures.

Modernization & Development Committee

- The Committee discussed procuring a search firm to assist with recruiting a new Executive Director. Questions were raised regarding the procurement process, scope of services, cost, and available budget.
- The Committee deferred action pending a broader discussion with the full Board, SHA staff, procurement personnel, and counsel regarding the appropriate process.

Development Report

East Adams Phase III

- The City Planning Commission received an update on East Adams Phase III and the site-wide environmental review. Multiple residents spoke in support of the project, and the application received a positive reception.
- The project was scheduled to return to the City Planning Commission on August 10, 2026, for votes on the site plan and environmental review.
- Negotiations with prospective investors and lenders continued and were expected to conclude the following week. The project remained targeted for financial closing by the end of 2026.

Almus Olver Towers

- Renovations at Almus Olver Towers were approaching 60% completion.
- A resident meeting was scheduled for August 4, 2026, to prepare residents for the final relocation phase and the remaining construction work in the C Wing.
- Staff are working to show completed units to eligible Pioneer Homes residents age 55 or older and to reserve certain C-Wing units for interested households.
- Minority-, women-, and service-disabled veteran-owned business participation continued to exceed project goals. Staff also continued efforts to place SHA clients in construction and office positions.

East Adams Phases I and II

- East Adams Phase I was reported as more than 16% complete.
- East Adams Phase II was approximately 6% complete following remediation and was beginning vertical construction.
- A Phase II groundbreaking ceremony was planned for late September 2026. A confirmed date was expected to be announced the following week.

Off-Site Development and De-Densification Study

- In response to requests from the City of Syracuse and Blueprint 15, the development team continued evaluating potential off-site parcels. An initial list of approximately nine sites had been narrowed to three sites or site clusters considered suitable for additional study.
- The study was not expected to delay ongoing predevelopment work for East Adams Phases III, IV, VI, and VIII. Any off-site development would likely reduce the number of units planned for later phases that had not yet entered predevelopment.

Potential funding sources discussed included:

- Onondaga County housing funds.
- New York State Homes and Community Renewal programs.
- Empire State Development funds.
- Commercial development funding.
- Energy-related programs; and other state and local affordable-housing resources.
- Choice Neighborhood funds and SHA capital funds were not expected to be used for the proposed off-site developments.
- Commissioners emphasized the importance of controlling feasibility-study costs, identifying realistic funding sources, avoiding delays to the existing development schedule, and ensuring that SHA did not begin projects without adequate financial resources.
- A more formal presentation regarding the study was anticipated in August.

Management Reports

Yardi Conversion and Accounts Receivable

- Management reported continued progress and frustrations with the Yardi conversion. Rent statements and collections were affected by delayed DSS payments, payment-processing issues, and the transition to the new system.
- The temporary collection shortfall was nearly \$400,000, including approximately \$190,000 in delayed DSS payments. Management clarified that the total should not be attributed solely to unpaid resident rent.
- Staff continued reviewing accounts to correct balances. Residents would not be taken to court for balances caused by conversion errors.

Online Rent Payment

- Residents are registering for online rent payments. Staff continued helping residents enroll, and check-scanning equipment set to be ordered for property offices.

Youth Basketball Tournament and Community Activities

- Staff reported that the \$10K youth basketball tournament had begun successfully.
- A donor-registration table was available to identify possible stem-cell matches for two children needing transplants.
- The Brexi Scholarship and two additional scholarships for neighborhood youth were scheduled to be awarded on Sunday. Board members were encouraged to attend.

Resolution to Approve Revisions to the Admissions & Continued Occupancy Policy (ACOP) : Motion made by Doug Reicher, 2nd by Patricia McBride, motion carried unanimously.

Motion made to go into Executive Session to Obtain Advice of Counsel at 12:47PM: Motion made by Rickey Brown, 2nd by Doug Reicher, motion carried unanimously.

Motion made to exit Executive Session and return to Regular Session at 1:08PM: Motion made by Monica Williams, 2nd by Rickey Brown, Doug Reicher, motion carried unanimously.

Regular meeting concluded at 1:10PM: Motion by Doug Reicher, 2nd by Patricia McBride, motion carried unanimously.

Vice Chair

ATTESTS:

Jalyn Clifford, Secretary