SYRACUSE HOUSING AUTHORITY
Building Neighborhoods. Growing Dreams.

Board Commissioner's Board Meeting Minutes
Date: October 22, 2026
Start Time: 12:00PM
Quorum: 12:04PM

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: Rickey Brown, Milton Martinez, Quwanka Ellerby, Douglas Reicher, Monica Williams, Patricia McBride, and Bethaida (Bea) Gonzalez

Other: Counsel Brad Hunt of Mackenzie Hughes, Allyson Carpenter of McCormack Baron Salazar, Acting Executive Director Jalyn Clifford, SHA Staff Members, and Linda Veit, Rachel Osiecki, Elizabeth Fuertes-Binder, and Gabby McGlaughlin of SUNY Upstate.

Motion made to go into Executive Session to Obtain Advice of Counsel at 12:07PM: Motion made by Milton Martinez, 2nd by Patricia McBride, motion carried unanimously.

Motion made to exit Executive Session and return to Regular Session at 12:41PM: Motion made by Douglas Reicher, 2nd by Rickey Brown, Doug Reicher, motion carried unanimously. No action taken in Executive Session.

Approval of Meeting Minutes

Resolution Authorizing Approval of 09/09/2026 Meeting Minutes: Motion made by Douglas Reicher, 2nd by Monica Williams, abstention by Bea Gonzalez, motion carried unanimously.

Committee Reports:

Modernization & Development Committee

- **AOT:** Renovations in B Wing were complete. C Wing, the final wing, had been vacated and interior demolition was complete. Residents affected by the renovation had completed their moves. The project was ahead of schedule, with occupancy for incoming seniors anticipated to begin in June 2027.
- **East Adams Phases 1 and 2:** Phase 1 was more than 25% complete, with second-floor framing underway. Phase 2 was approaching 15% completion, with aboveground construction underway.
- **East Adams Phase 3:** The team reported a target financial closing of December 17, 2026. The phase will include 147 units, of which 72 will be replacement units.
- **East Adams Phases 4, 6, and 8:** The development team submitted initial narratives to New York State seeking declarations of intent to support HUD Choice Neighborhoods Initiative (CNI) financing. SHA and the development team continued planning for 2027 relocation and expected to schedule a resident meeting within approximately 30 days.
- **Resident workforce development:** Approximately 150 people registered for OSHA 10 training, and 45 had completed it. The training was offered at no cost, with priority given to Pioneer Homes residents. The contractor was interviewing participants and connecting them with subcontractors. At least five targeted Section 3 workers were already employed on site.
- **Modernization projects:** The rowhouse siding and window project was scheduled for completion by July 31, 2027. Scattered-site flooring was expected to wrap up by mid-November, and elevator modernization was ahead of schedule. The Benderson bathroom renovation scope was complete and bid documents were being prepared. Staff were also obtaining pricing for roof replacement.

Finance Committee

- Staff reported that the Yardi conversion was substantially complete, with the fixed assets module still pending. The utility module went live in late September and took over utility bill data entry.
- Rent collections were approximately $900,000 below expectations. Staff reported a collection rate of approximately 75%, compared with a historical rate of 90% to 95%. SHA drew $750,000 from the Capital Fund to support cash flow and hired a staff member focused on collections.
- Staff discussed check scanning problems, training needs, and tenant ledger discrepancies following the conversion. Staff were reconciling accounts, distributing rent notices, and helping residents resolve account balances and register for RentCafé.
- Commissioners requested a more comprehensive collections strategy and an update at the November Board meeting. Staff targeted the end of November for account reconciliation and agreed to seek Yardi's guidance on standard procedures, including same-day check scanning.
- Staff reported that HUD accepted the Financial Data Schedule submission. SHA continued working with BDO on corrections, including outstanding GASB adjustments. Audit work was expected to begin in mid-November.
- Counsel reported that the New York State Department of Transportation requested signed waivers from nine parties with potential interests in property being acquired from SHA. Two waivers had been obtained, and counsel continued pursuing the remaining waivers.
- Staff discussed the decline in HUD operating subsidy following the removal of AOT and McKinney Manor from the public housing portfolio. Staff were updating energy costs for the subsidy request and pursuing an electric supply agreement.

Governance Committee

- Staff reported that SHA had received three FOIL requests since July 2026, most concerning the former Executive Director's settlement.
- Staff planned to circulate a redlined conflict of interest policy for Board review and bring it forward in November alongside annual disclosures. The proposed policy would require disclosure of conflicts as they arise.
- The committee proposed combining the Finance and Modernization committees in 2027 and holding the combined meeting at 11:00 a.m. on the Friday before each regular Board meeting. The Board also discussed reviewing the bylaws and polling commissioners about moving regular meetings to a different Thursday. The 2027 calendar was expected in November.
- Staff were coordinating dates for a two-day, in-person Board training and collecting commissioners' availability for a property tour.

SUNY Upstate Medical University Presentation

- Representatives presented an update on the Healthy Neighbors Partnership and the She Matters program. They described how resident health advocates provide outreach, help residents schedule screenings, and connect them with transportation and other support.
- Upstate reported that She Matters had facilitated approximately 1,400 mammograms and identified 14 cases of breast cancer. Representatives also discussed colorectal and lung cancer screening, mental health education, chronic disease programming, and pathways to health careers.
- Upstate proposed resuming quarterly partnership meetings in 2027 and expressed interest in an updated resident needs assessment. The discussion also identified mental health outreach as an area for future collaboration.

Management Reports

- The Board deferred the remaining management reports to the November meeting. The East Adams and financial updates had already been covered.

Resolutions

Resolution to Approve August Financial Report: Motion made by Milton Martinez, 2nd by Douglas Reicher, abstention by Bea Gonzalez, no objections or further discussion, motion carried.

Resolution to Authorize Syracuse Housing Authority's Participation in the Phase III Financial Closing of the East Adams Redevelopment Project: Motion made by Monica Williams, 2nd by Milton Martinez, abstention by Bea Gonzalez, no objections or further discussion, motion carried.

Resolution Resolutions of the Syracuse Housing Authority Approving the Use of up to $395,000 in CNI Grant Funds for the Taylor Street Murals Project: Motion made by Quwanka Ellerby, 2nd by Milton Martinez, motion carried unanimously.

Regular meeting concluded at 1:51PM: Motion by Monica Williams, 2nd by Douglas Reicher, motion carried unanimously.

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Chair

ATTESTS:

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Jalyn Clifford, Secretary