

Syracuse Housing Strategies Corporation

One Park Place
300 South State St., Suite 700
Syracuse, New York 13202

MINUTES

Board of Directors Meeting
October 27, 2025
2:00 p.m.

A regular meeting of the Syracuse Housing Strategies Corporation (the “**Corporation**”) was convened in public session on October 27, 2025, at 2:00 p.m., in the Burnet Conference Room, One Park Place, 300 South State Street, Suite 700, Syracuse, New York 13202.

Board Members Present: Hon. Benjamin Walsh, Hon. Helen Hudson, Pat Hogan, Rasheada Caldwell, Patrona Jones-Rowser, Katelyn Wright, Rob Simpson, Don Radke, Karen Schroeder

Excused Members:

Staff Present: Michelle Sczpanski

Others Present: Hannah Garty, George Lynch, Cimone Jordan, Dan Kolinski

I. CALL MEETING TO ORDER

Mayor Walsh called the meeting to order at 2:00 p.m.

II. ROLL CALL

Mayor Walsh acknowledged the board members present.

III. PROOF OF NOTICE

Mayor Walsh acknowledged that notice of the meeting had been duly and properly provided.

IV. MINUTES

Mayor Walsh noted the August 4, 2024, Meeting Minutes. There being no questions or comments, Mayor Walsh asked for a motion to approve the August 4, 2025 Meeting Minutes. Member Radke made the motion. Member Jones-Rowser seconded the motion. **ALL OTHER BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED A RESOLUTION TO APPROVE THE AUGUST 4, 2025 MEETING MINUTES.**

Mayor Walsh noted the August 20, 2025 Governance Committee Meeting Minutes. There being no questions or comments, Mayor Walsh asked for a motion to approve the August 20, 2025 Governance Committee Meeting Minutes. Member Jones-Rowser made the motion. Member Wright seconded the motion. **ALL OTHER BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED A RESOLUTION TO APPROVE THE AUGUST 20, 2025 GOVERNANCE COMMITTEE MEETING MINUTES.**

Mayor Walsh noted the August 25, 2025 Board Meeting Minutes. There being no questions or comments, Mayor Walsh asked for a motion to approve the August 25, 2025 Board Meeting Minutes. Member Hudson made the motion. Member Wright seconded the motion. **ALL OTHER BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED A RESOLUTION TO APPROVE THE AUGUST 25, 2025 BOARD MEETING MINUTES.**

Mayor Walsh noted the September 22, 2025 Board Meeting Minutes. There being no questions or comments, Mayor Walsh asked for a motion to approve the September 22, 2025 Board Meeting Minutes. Member Simpson made the motion. Member Jones-Rowser seconded the motion. **ALL OTHER BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED A RESOLUTION TO APPROVE THE SEPTEMBER 22, 2025 BOARD MEETING MINUTES.**

V. NEW BUSINESS

1. Approval of Budget Amendment – Increasing Block Challenge Budget

Ms. Sczpanski notes that the number of applications received for the Block Challenge estimates well over \$200,000 in reimbursements based on pending applications. As of October 27, 2025, there is \$123,000 authorized for the BCP.

Ms. Sczpanski notes the Committee Meeting thinks it would be reasonable for the Board to consider increasing the budget for the Block Challenge Program up to \$350,000.

Member Jones-Rowser asked to clarify what the difference is between minor and major exterior projects, and Ms. Sczpanski answers that homeowners can look at the scope of their project to understand if they should apply for BCP or Homeowner Renovations.

Mayor Walsh asked if the 2025 budget is sufficient and if we would be adjusting the 2026 budget, and Ms. Sczpanski answered that it should be covered for the 2025 budget to not make forward commitment to the applicants.

Mayor Walsh asked if we go through the remainder of funds for 2026, will the program essentially be exhausted and Ms. Sczpanski answered that at the point we would need to reevaluate. Ms. Sczpanski states that there is a projected amount for 2027 but that is subject to projects. Ms. Sczpanski notes we can move as fast to other neighborhoods as the budget allows.

There being no further discussion, Mayor Walsh asked for a motion to approve the Budget Amendment – Increasing Block Challenge Budget for Fiscal Year 2025. Member Hogan made the motion. Member Radke seconded the motion.

Mayor Walsh asked if there was any further discussion. Member Jones-Rowser asked if commercial land was eligible for the program, Ms. Sczpanski answered that if the property is strictly commercial it is not eligible but if there is a residential component it would be eligible.

ALL BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED A RESOLUTION APPROVING THE BUDGET AMENDMENT – INCREASING BLOCK CHALLENGE BUDGET.

2. Approval of 2025 PARIS Report

Ms. Sczpanski states that this is a repackaged version of the budget submitted to New York State annual report. Mayor Walsh notes it is Public Authority reporting.

Ms. Sczpanski states that she is looking for an acknowledgement from the board, as it is consistent with previous budgets the Board has authorized.

Mayor Walsh states that this budget reflects the 2025 and 2026 budget. Mayor Walsh asked if it reflect the change just made to the BCP and Ms. Sczpanski answers that the report does not go into that much detail.

There being no further discussion, Mayor Walsh asked for a motion to approve the 2025 PARIS Report. Member Jones-Rowser made the motion. Member Radke seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED A RESOLUTION APPROVING THE 2025 PARIS REPORT.**

VI. **OTHER BUSINESS**

1. Program Activity Updates

Ms. Sczpanski notes that Salt Springs is catching up to Tipperary Hill with applicant numbers. She states that Salt Springs applicants are slower to submit but complete the application more thoroughly, allowing them to be approved quickly. Ms. Sczpanski states that there have not been any reimbursement requests recently, only one so far was a few weeks ago, but they are predicting that more will come in soon.

Mayor Walsh notes that he has seen the Salt Springs neighborhood be very active on Facebook. Mayor Walsh asked what the current Salt Springs neighborhood boundaries are; Ms. Sczpanski answered that the current boundaries can be found on the City's website. Ms. Sczpanski states that based on internal discussion, it would make sense to update the Salt Springs boundary to include E Genesee St., based on the Le Moyne land study conducted a few years ago. Ms. Sczpanski stated that there will be a collection of 50 signatures from 50 different properties from Salt Springs Road to E Genesee St, including the Gifford Manor neighborhood, to understand what is in the best interest of the neighborhood.

2. Homeowner Renovation Program – Program Terms Discussion

Ms. Sczpanski notes the focus of this discussion is renovations for existing owner occupants; other programming for rental property owners will be separately discussed at another time.

Ms. Sczpanski states that this program is for interior and exterior projects, but any exterior code violations must be corrected prior to pursuing interior renovations.

Ms. Sczpanski states the funding structure is tiered amounts, all loans are forgivable after proof of owner occupancy up to \$75,000 and amounts over \$75,000 will be awarded as a loan payable

in equal payments over a seven-year term. If project is under \$15,000 it will be forgiven in three years if owner occupied, if project is between \$15,000-45,000 it will be five years, and if the project is between \$5,000-75,000 it will be a seven-year requirement term.

Member Wright asked if this money will be available to landlords, Ms. Sczpanski answered yes, but it will be discussed further at a separate time to get the baseline terms for owner occupants, as a foundation.

Member Wright asked if depending on the income, do we not want there to be a match required up to \$75,000, Ms. Sczpanski answered that this is what they are putting forward, based off models from other cities who have done this. Ms. Sczpanski notes that this would be something open for additional discussion. Ms. Sczpanski notes that ideally based on income requirements we are leveraging as many other funding sources as possible that participants would be eligible for.

Member Jones-Rowser asked how mixed-use properties would play into this program, Ms. Sczpanski answered that we would have to look at this when discussing rental properties at a later time.

Member Caldwell asked what the application process looks like for participants, Ms. Sczpanski answered that we would look at the property, make sure participant is up to date on taxes, ensure there are no significant legal judgments, and conduct a site visit, all while working with Code Enforcement. Assuming everything checks out from the first evaluation, the participant would submit a formal application.

Ms. Sczpanski notes that there could be some incentive bonuses resulting in a better match percentage, with an aim to incentive people towards adding higher quality design choices to their properties.

Ms. Sczpanski states the design standards will be discussed at a further time.

Ms. Sczpanski states process items related to budget adjustments that would need to happen, there is a provision that would have people required demonstrate a group of funds for 10% contingency. Participants should stick with their predicted budget.

Member Wright asked if BCP would provide thoughts on potential cost sharing formulas, Ms. Sczpanski answered yes, there is a baseline and according to the BCP data, participants in Salt Springs are not completing projects that will use the full \$5,000. BCP has been informative on pacing the roll out of the Homeowner Renovation project within smaller sections of neighborhoods.

VII. ADJOURNMENT

There being no further business to discuss, Mayor Walsh asked for a motion to adjourn the meeting. Member Hogan made a motion. Member Schroeder seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED A MOTION TO ADJOURN THE MEETING AT 2:58 p.m.**

