

Elmira Urban Renewal Agency Minutes

Meeting: February 24, 2022

Attendance: Commissioner Stermer, Commissioner Moss, Commissioner Franchi, Commissioner Grasso, City Chamberlain Cattan, City Manager Collins, Secretary Miran

Absent: Chairperson Mandell, Commissioner Kitching

Meeting was called to order at 10:32AM, February 24, 2022 at City Hall, 317 East Church Street, Elmira, New York. The minutes of the previous meeting were distributed and unanimously approved by those in attendance as reported.

The Commissioners reviewed the 2021 Annual Report and Public Accounting Reporting Information System (PARIS) and approved the submittal of these documents. This included a review and approval of Procurement Policy, Investment Policy, and Mission Statement and Performance Measures. Commissioner Grasso Abstained from this vote.

The Commissioners reviewed and approved a Compensation, Reimbursement, and Attendance Policy. Commissioner Grasso Abstained from this vote.

The meeting was adjourned at 11:05 AM

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'E. Miran', written in a cursive style.

Emma Miran, Secretary

Elmira Urban Renewal Agency Defense and Indemnification Policy

The Elmira Urban Renewal Agency (the "Agency") shall indemnify all members of the Board of the Agency and each officer and employees thereof, in the performance of their duties, and to the extent authorized by the Board, each person authorized to act for the Agency or on its behalf, to the full extent to which indemnification is permitted under Section 18 of the Public Officers Law of the State of New York.

**ELMIRA URBAN RENEWAL AGENCY
AGENDA**

Date: May 5th, 2022

Time: 10:30 a.m.

Place: City Hall, 317 East Church Street, Third Floor, Law Library

Resolution No. 2022-6

By Commissioner Grasso

Act on resolution dispensing with the minutes of the previous meeting held on February 24, 2022.

Resolution No. 2022-7

By Commissioner Moss

Act on resolution accepting the 2021 Financial Report of Elmira Urban Renewal Agency prepared by Inero & Co.

Resolution No. 2022-8

By Commissioner Duffy

Act on resolution approving the Elmira Urban Renewal Agency Defense and Indemnification Policy.

Resolution No. 2022-9

By Commissioner Stermer

Act on resolution updating the Elmira Urban Renewal Agency Salary Schedule to include stipends for employees Grade 5-10 performing additional responsibilities. Stipend to be paid quarterly, at a minimum of \$2,860, and not to exceed the sum of \$11,440 annually, per employee. Such stipend is exclusively to be utilized for grant administration funds.

Resolution No. 2022- 10

By Commissioner Moss

Act on resolution to adjourn.

May 5th, 2022

**ELMIRA URBAN RENEWAL AGENCY
RESOLUTION NO. 2022 - 6**

By Commissioner Grasso:

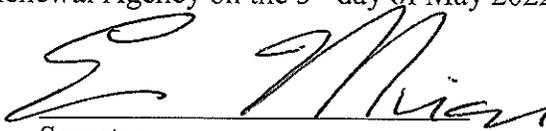
RESOLVED, that the minutes of the February 24, 2022 meeting of the Elmira Urban Renewal Agency be dispensed with and the same stand approved as printed and entered by the Secretary.

ADOPTED BY THE FOLLOWING VOTE

AYES		NAYS
X	Commissioner Stermer	
X	Commissioner Moss	
	Commissioner Franchi - ABSENT	
	Commissioner Kitching - ABSENT	
X	Commissioner Grasso	
X	Commissioner Duffy	
	Chairperson Mandell - ABSENT	

I, Emma R. Miran, duly appointed Secretary of the Elmira Urban Renewal Agency, do hereby certify that the above resolution is a true and exact copy of a Resolution passed and approved by the Commissioners of the Elmira Urban Renewal Agency on the 5th day of May 2022.

SEAL


Secretary

May 5th, 2022

**ELMIRA URBAN RENEWAL AGENCY
RESOLUTION NO. 2022 - 7**

By Commissioner Moss:

WHEREAS, the 2021 financial report of the Elmira Urban Renewal Agency (Agency) has been completed by Insero & Co. Certified Public Accountants; and

NOW, THEREFORE, be it

RESOLVED, that the Agency hereby acknowledges receipt of the Report and directs that it be placed on file; and be it further

RESOLVED, that the Agency expresses its appreciation to Insero & Co. for its assistance.

ADOPTED BY THE FOLLOWING VOTE

AYES		NAYS
X	Commissioner Stermer	
X	Commissioner Moss	
	Commissioner Franchi - ABSENT	
	Commissioner Kitching - ABSENT	
X	Commissioner Grasso	
X	Commissioner Duffy	
	Chairperson Mandell - ABSENT	

I, Emma R. Miran, duly appointed Secretary of the Elmira Urban Renewal Agency, do hereby certify that the above resolution is a true and exact copy of a Resolution passed and approved by the Commissioners of the Elmira Urban Renewal Agency on the 5th day of May 2022.

SEAL


Secretary

May 5th, 2022

**ELMIRA URBAN RENEWAL AGENCY
RESOLUTION NO. 2022 - 8**

By Commissioner Duffy:

WHEREAS, the Elmira Urban Renewal Agency is required to have an Agency Defense and Indemnification Policy.

NOW, THEREFORE, it be

RESOLVED, that the attached Defense and Indemnification Policy has been reviewed and are hereby approved by the Elmira Urban Renewal Agency.

ADOPTED BY THE FOLLOWING VOTE

AYES		NAYS
X	Commissioner Stermer	
X	Commissioner Moss	
	Commissioner Franchi - ABSENT	
	Commissioner Kitching - ABSENT	
X	Commissioner Grasso	
X	Commissioner Duffy	
	Chairperson Mandell - ABSENT	

I, Emma R. Miran, duly appointed Secretary of the Elmira Urban Renewal Agency, do hereby certify that the above resolution is a true and exact copy of a Resolution passed and approved by the Commissioners of the Elmira Urban Renewal Agency on the 5th day of May 2022.

SEAL


Secretary

May 5th, 2022

**ELMIRA URBAN RENEWAL AGENCY
RESOLUTION NO. 2022 - 9**

By Commissioner Stermer:

WHEREAS, the Elmira Urban Renewal Agency is required to maintain a standardize Salary Schedule for employees, and

WHEREAS, when agency employees are required to perform supplementary grant work, and grant funders require separation of duties for such grant award, a stipend can be utilized, so

NOW, THEREFORE, it be

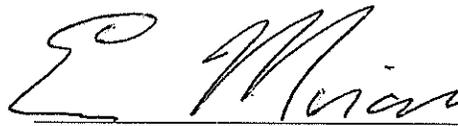
RESOLVED, that the Elmira Urban Renewal Agency Salary Schedule be updated to include stipends for employees Grade 5-10 performing additional responsibilities. Stipend to be paid quarterly, at a minimum of \$2,860, and not to exceed the sum of \$11,440 annually, per employee. Such stipend is exclusively for use of grant administration funds.

ADOPTED BY THE FOLLOWING VOTE

AYES		NAYS
X	Commissioner Stermer	
X	Commissioner Moss	
	Commissioner Franchi - ABSENT	
	Commissioner Kitching - ABSENT	
	Commissioner Grasso	X
X	Commissioner Duffy	
	Chairperson Mandell - ABSENT	

I, Emma R. Miran, duly appointed Secretary of the Elmira Urban Renewal Agency, do hereby certify that the above resolution is a true and exact copy of the Resolution. The Resolution was not passed by the Commissioners of the Elmira Urban Renewal Agency on the 5th day of May 2022.

SEAL



Secretary

May 5th, 2022

**ELMIRA URBAN RENEWAL AGENCY
RESOLUTION NO. 2022 - 10**

By Commissioner Moss:

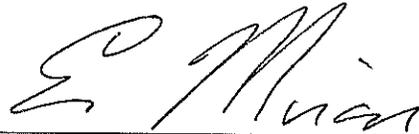
RESOLVED, that this meeting is now adjourned.

ADOPTED BY THE FOLLOWING VOTE

AYES		NAYS
X	Commissioner Stermer	
X	Commissioner Moss	
	Commissioner Franchi - ABSENT	
	Commissioner Kitching - ABSENT	
X	Commissioner Grasso	
X	Commissioner Duffy	
	Chairperson Mandell - ABSENT	

I, Emma R. Miran, duly appointed Secretary of the Elmira Urban Renewal Agency, do hereby certify that the above resolution is a true and exact copy of a Resolution passed and approved by the Commissioners of the Elmira Urban Renewal Agency on the 5th day of May 2022.

SEAL



Secretary