



## 2018 Work Plan Accomplishments

Accomplishments	Status
<p><b>1)</b> Adopted various policies and procedures:</p> <ul style="list-style-type: none"> <li>a. Property Acquisition Policy</li> <li>b. Disposition Policy</li> <li>c. Property Ranking and Selection Policy</li> <li>d. Procurement of Goods Policy</li> <li>e. Contractor Information Form</li> <li>f. Purchaser/Developer Application Form</li> <li>g. Conflict of Interest Policy</li> </ul>	Completed
<p><b>2)</b> Conveyed property in Cuylerville, Town of Leicester, to Livingston County Habitat for Humanity for construction of a single-family home.</p>	Completed
<p><b>3)</b> Developed and adopted a LCLBC logo and approved an official seal for the Corporation.</p>	Completed
<p><b>4)</b> Opened a checking account with the Bank of Castile and established an operating budget with assistance from the County.</p>	Completed
<p><b>5)</b> Continued with LCLBC Website development in compliance with Section 2800 of the Public Authorities Law. Authorized an agreement with a website design consultant to help develop the website.</p>	On-going
<p><b>6)</b> Coordinated compliance with NYS Comptroller's Office and PARIS requirements.</p>	On-going
<p><b>7)</b> Advocated for NYS funding support through sending letters of support to NYS Attorney General's Office, our State Senate and Assembly representatives, and submitted a letter to the editor of the Livingston County News and Genesee Sun. Support was also provided through the County's Legislative Agenda.</p>	On-going
<p><b>8)</b> Land Bank staff attended the NYS Land Bank Association Conference in March.</p>	Completed
<p><b>9)</b> Prepared the 2017 LCLBC Annual Report and 2019 Budget.</p>	Completed
<p><b>10)</b> Joined and participated in activities of the NYS Land Bank Association</p>	On-going
<p><b>11)</b> Sent two letters to all municipalities informing about the Property Ranking and Selection Policy and soliciting input on possible properties for consideration for purchase by the Land Bank.</p>	Completed

<b>12)</b> Attended a meeting of municipal code enforcement officials in June to provide information and answer questions about the Land Bank.	Completed
<b>13)</b> Prepared an application and received notice of \$500,000 grant award from the Land Bank Community Revitalization Initiative.	Completed
<b>14)</b> Worked on due diligence documentation and activities for the CRI grant award.	On-going
<b>15)</b> Conducted a presentation on the Land Bank Corporation to a committee in the Village of Mt. Morris dedicated to addressing housing concerns and eliminating community blight.	Completed
<b>16)</b> Generated an inventory and listing of potential properties for review and consideration for purchase by the LCLBC. Updated monthly.	On-going
<b>17)</b> Provided presentation on the status of the Land Bank Corporation to the Board of Supervisors in October.	Completed
<b>18)</b> Distributed letters to various banking institutions regarding certain bank-owned properties for possible purchase by the LCLBC.	Completed

**February 28, 2019**