

Livingston County Land Bank Corporation
Board of Directors Meeting
July 25, 2019
Meeting Minutes

Members: AMY DAVIES, Livingston County Treasurer; ANGELA ELLIS, Deputy County Administrator & Land Bank Executive Director WILLIAM FULLER, Real Property Tax Services; SHANNON HILLIER, Livingston County Attorney; DANIEL L. PANGRAZIO, Livingston County Board of Supervisors.

Members not present: WILLIAM BACON, Economic Development; IAN COYLE, Livingston County Administrator.

Staff: JOSEPH GUNTHER, Program Specialist.

Agenda Item	Call to Order and Welcome
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Chairman Pangrazio called the meeting to order at 1:30 p.m. and welcomed the group.

Agenda Item	Approval of Minutes from June 19, 2019
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Chairman Pangrazio asked if there were any additions, corrections, or deletions to the June 19, 2019, Draft Meeting Minutes. Hearing none, he asked for a motion to approve them.

A motion to approve the June 19, 2019, meeting minutes was made by Mr. Fuller and seconded by Ms. Hillier.

Motion carried.

Agenda Item	Treasurer's Report
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Ms. Davies reported per the distributed document: The Ending Balance equals \$94,597.63.

A motion to accept the Treasurer's Report was made by Ms. Ellis and seconded by Mr. Fuller.

The motion carried.

Agenda Item	Organizational Actions/PARIS Reports/Bids
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Mr. Gunther reported from NYLBA that a Land Bank has greater insurance requirements from Grantor.

Agenda Item	Grant Contract Execution/ Due Diligence with Enterprise Community Partners, Inc.
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a. Enterprise Q2 Report/Q3 Disbursement Request

- Mr. Gunther reported that Enterprise has approved the submitted Quarter 2 report and the Quarter 3 disbursement in the amount of \$90,032.12. The disbursement should be in the bank account in a few weeks.

b. Updated Enterprise Program Budget Review

- Mr. Gunther presented the Enterprise Grant Budget with changes requested by Enterprise.

c. Enterprise Discussion

- Mr. Gunther reported Enterprise's dissatisfaction with the high cost of the Land Bank's property acquisition. The Board discussed ways to acquire properties to meet Grantor's issues.

Agenda Item	Properties
	<p>a. 7 Grove Street, Mt. Morris</p> <ul style="list-style-type: none"> Mr. Gunther reported that an Environmental Review on the property was completed, and approved by Enterprise, and that the only thing needing accomplishment was the property seller procuring a required LLC document. <p>b. 7283 Webster Crossing Road, Springwater</p> <ul style="list-style-type: none"> Mr. Gunther reported that an Environmental Review on the property was completed, and approved by Enterprise. He also reported that there are only a few things that still prevent the Land Bank from taking title to the property, including a Co-Developer Agreement with Habitat for Humanity. <p>c. 140 Lima Road</p> <ul style="list-style-type: none"> Mr. Gunther reported Habitat for Humanity's desire to partner on this potential property rehabilitation, and asked for the Board's opinion and decision. The Board and Mr. Gunther agreed to move forward on this property without a Habitat partnership.
Agenda Item	NYLBA Update/Other Organizational Activities/General Discussion/Next Steps
	<p>Mr. Gunther reported that there was nothing new to report on this topic.</p>
Agenda Item	Other Business
	<p>a. In-kind from County Staff</p> <ul style="list-style-type: none"> Mr. Gunther requested that County staffers please report their in-kind Land Bank time to him and Ms. Trimm, explaining that the Land Bank needs to demonstrate certain in-kind time met as part of its grant agreement with Enterprise. <p>b. T.Y. Lin</p> <ul style="list-style-type: none"> Mr. Gunther reported that he has invited representative from T.Y. Lin to the next Land Bank Board meeting. The Board agreed to this invitation.
Agenda Item	Next Meeting
	<p>Chairman Pangrazio asked that the next meeting be rescheduled. The Board agreed, with the next meeting to be held on Thursday August 15, 2019 in Room 303B at the Livingston County Government Center.</p>
Agenda Item	Adjournment
	<p>Chairman Pangrazio asked if there was a motion to adjourn.</p> <p><i>A motion to adjourn was made by Ms. Hillier and seconded by Mr. Fuller.</i></p> <p>The motion carried. Chairman Pangrazio adjourned the meeting at 2:32 p.m.</p>

Respectfully submitted, William Bacon, Secretary

Recorded by Joseph Gunther, Program Specialist, Livingston County Land Bank