

Livingston County Land Bank Corporation
Board of Directors Meeting
September 26, 2019
Meeting Minutes

Members: WILLIAM BACON, Economic Development; IAN COYLE, Livingston County Administrator; 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.

Staff: JOSEPH GUNTHER, Program Specialist.

Guests:

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 August 15, 2019
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Chairman Pangrazio asked if there were any additions, corrections, or deletions to the August 15, 2019, Draft Meeting Minutes. Hearing none, he asked for a motion to approve them.

A motion to approve the August 15, 2019, meeting minutes was made by Mr. Bacon and seconded by Mr. Fuller.

Motion carried.

Agenda Item	Treasurer's Report
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Ms. Davies reported per the distributed document: The Ending Balance equals \$171,770.24.

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

The motion carried.

Agenda Item	Organizational Actions
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a. T.Y. Lin Contract

Mr. Gunther reported that Ms. Hillier reviewed and added Appendices to the Contract for Project Manager/Consultant Services. Enterprise has approved the Contract. The Contract is with T.Y. Lin awaiting their approval and signature. Once sent back, the Contract will be brought before the Board for approval and signature.

Agenda Item	Properties
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a. 7 Grove Street, Mt. Morris

Mr. Gunther reported that the Land Bank closed on the property on September 13. Mr. Gunther, Ms. Hillier and Ms. Ellis were present at the closing. Next steps on Grove Street are getting a property inspection from T.Y. Lin once their contract is executed and sending our bids and scope of work to

contractors. The bid and scope of work have been drafted.

Mr. Fuller reported that he has marked the property as Tax Exempt on his assessment rolls.

b. 7283 Webster Crossing Road, Springwater

Mr. Gunther reported that he, Ms. Hillier and Ms. Ellis had a meeting with Mr. Kone and other leadership from Habitat’s Board of Directors. Mr. Gunther reported Habitat’s concerns with the Co-Development Agreement.

Ms. Ellis and Mr. Gunther presented an alternative to the current Co-Development Agreement with Habitat, and asked the Board for advice and consent to present the alternative to Habitat. The Board agreed, and directed Ms. Ellis and Mr. Gunther to present the Agreement options to Habitat.

Mr. Gunther asked Ms. Hillier to report the outstanding issues blocking closing on the property. Ms. Hillier reported that she has not yet heard from the Seller’s Attorney on the outstanding payoff statements for property liens and other issues. Once those are resolved, a property closing can be scheduled.

c. 140 Lima Road

Mr. Gunther reported that a purchase offer was signed by Ms. Ellis and accepted by the property seller. An environmental audit was completed, and approved by Enterprise. A property appraisal has been completed, though Mr. Gunther is still awaiting the report. Once Enterprise has seen and approved of the appraisal, the last item necessary for closing is a property inspection and scope of work completed by T.Y. Lin, to take place after execution of their contract.

Ms. Ellis and Mr. Gunther reported the need to remove the standing water located in the basement and asked the Board for permission to contract with a firm to remove the water. The Board agreed.

Agenda Item	Other Business
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a. S1864 – Tax Foreclosure Law

Mr. Gunther reported that the State Legislature has approved an amendment to the Real Property Tax Law. The amendment, if signed by the Governor, would allow Foreclosing Governmental Units (FGUs) to foreclose on registered vacant and abandoned properties after one-year of tax delinquency, a decrease from the current number of years before foreclosure can take place.

b. Enterprise Visit

Mr. Gunther reported that Enterprise enjoyed their visit of the County. Mr. Gunther and Ms. Ellis took Enterprise on a tour of all the project properties and future target areas.

Agenda Item	Next Meeting
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Chairman Pangrazio announced that the next meeting is scheduled for Thursday October 24, 2019, at 1:30 p.m. in Room 303B at the Livingston County Government Center.

Agenda Item	Adjournment
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Chairman Pangrazio asked if there was a motion to adjourn.

A motion to adjourn was made by Mr. Coyle and seconded by Mr. Bacon.

The motion carried. Chairman Pangrazio adjourned the meeting at 2:30 p.m.

Respectfully submitted, William Bacon, Secretary

Recorded by Joseph Gunther, Program Specialist.