

**Livingston County Land Bank Corporation**  
**Board of Directors Meeting**  
**October 22, 2020**  
Meeting Minutes

**Members:** 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; WILLIAM BACON, Economic Development; AMY DAVIES, Livingston County Treasurer.

**Absent:** IAN COYLE, Livingston County Administrator

**Staff:** JOSEPH GUNTHER, Community Development Specialist; Jocelyn Bishop, Senior Typist

<b>Agenda Item</b>	<b>Call to Order and Welcome</b>
--------------------	----------------------------------

Chairman Pangrazio called the meeting to order at 1:30 p.m. and welcomed the group.

<b>Agenda Item</b>	<b>Approval of Minutes from September 24, 2020</b>
--------------------	--

Chairman Pangrazio asked if there were any additions, corrections, or deletions to the September 24, 2020, Draft Meeting Minutes. Hearing none, he asked for a motion to approve them.

*A motion to approve the September 24, 2020, meeting minutes was made by Mr. Fuller and seconded by Ms. Hillier.*

The motion carried.

<b>Agenda Item</b>	<b>Treasurer's Report</b>
--------------------	---------------------------

Ms. Davies reported per the distributed document: The starting balance was \$170,310.61.

Total expenses were \$2,227.26. The Ending Balance equals \$168,083.35

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

The motion carried.

<b>Agenda Item</b>	<b>2021 Land Bank Budget</b>
--------------------	------------------------------

Mr. Gunther reported on the distributed 2021 Land Bank budget.

The recommended changes to be made include:

- Changing the estimated 2020 municipal subsidies and grants from \$50,000 to \$0.
- Removing the fees for Gary Bowitch from "Other Operating Expenditures," and adding it to "Professional Services Contract" for the year of 2021. Bringing "Professional Services Contract" for 2021 to \$69,000 and lowering "Other Operating Expenditures" for 2021 to \$6,000.
- Adding an additional \$4,000 to "Other Operating Expenditures" for 2021, bringing the total up to \$10,000.
- It was recommended to talk to TY Lin about other possible costs after the K&K Stripping demo and adjust accordingly.

*A motion to accept the 2021 Land Bank budget with the recommended changes was made by Mr. Bacon and seconded by Ms. Hillier.*

The motion carried.

Agenda Item	Properties
<p><b>a. 7 Grove Street, Mt. Morris</b></p> <p><b>i. Demolition Complete</b></p>	<p>Mr. Gunther reported that the demolition is now complete and looks great! He did receive an invoice for the demolition of \$27,000.</p> <p><b>ii. Next Steps</b></p> <p>Mr. Gunther reported that the adjacent property owner is reluctant in purchasing the lot with the sidewalk in the condition that it is. They are concerned about being liable if someone were to get hurt on the sidewalk in front of the lot. County Attorney, Ms. Hillier stated that responsibility and liability falls on the Village and not the property owner. The Village does intend to repair the sidewalk in the spring. The board recommended that we offer the lot, as is, to the adjacent property owner. It was also stated that after the sale, the property owner is to correspond with the Village in regards to the sidewalk and any other matters. The conditions the board would like to include in the sale are as follows: A deed restriction, restricting the lot being used as a building lot. As well as, if wanted, the property owner pays for the resurvey and pays for the title transfer. The board stated that if the adjacent property owner was still reluctant in purchasing the lot prior to the repair of the sidewalk, to back out of the deal and work with the Village of the vacant lot.</p>
<p><b>b. 7283 Webster Crossing Road, Springwater</b></p> <p><b>i. Habitat Update</b></p>	<p>It was approved to reimburse Habitat \$15,000 so far. Mr. Gunther reported that the property looks good. It is expected to be completed in February. Habitat is still looking for a family to sell to once completed.</p>
<p><b>c. 140 Lima Road, Geneseo</b></p> <p><b>i. Bidding Update</b></p>	<p>Mr. Gunther reported that the bidding deadline has been pushed back to November 9<sup>th</sup> at 3:00 pm per the recommendation of TY Lin. The reasoning is the interested contractors felt like there was not enough time to get pricing from sub-contractors. There were 4 interested construction companies that showed up to the pre-bid conference.</p>
<p><b>d. 1920 Buell Ave. K&amp;K Stripping – Lima</b></p>	<p>Ms. Hillier reported that the DEC agreement is currently being revised and will be sent back to the DEC with the recommended changes. The DEC would not commit to a time table. The next steps would be to go in front of Ways of Means and see if the board is willing to allow the land bank to take title. The board</p>

agreed that they would like to wait until after the new year to go in front of Ways and Means. They want to make sure they have everything in order before going in front of the board.

<b>Agenda Item</b>	<b>Other Business</b>
--------------------	-----------------------

**a. Mixed-use properties**

Enterprise states that it is okay to acquire residential mixed-use properties. Mr. Fuller will send the board members a list of some mixed-used properties in the County. He suggests that if anyone has one in mind to let him know and he will do a deeper search on the property

**b. Liro Proposal**

Ms. Ellis reported that Liro is the engineer for the Wayne County land bank and wants to know if the board would like to move forward with having them on retainer for the Livingston County land bank? The board stated they had no concerns regarding them and would like to move forward with having them on retainer.

*A motion to move forward with having Liro on retainer for the Livingston County land bank was made by Mr. Bacon and seconded by Mr. Fuller.*

The motion carried.

**c. 7388 Water St. and 7392 Water St, Hemlock**

Mr. Gunther reported that he came across 2 properties that are next to each other and owned by the same owner that he feels would make good rehab projects. Mr. Gunther is going to send the board pictures of the properties. The board suggests that if they like the property, to offer the owner one price for both properties.

<b>Agenda Item</b>	<b>Next Meeting</b>
--------------------	---------------------

Chairman Pangrazio announced that the next meeting is scheduled for Thursday November 19, 2020, at 1:30 p.m. in Room 205/208 at the Livingston County Government Center.

<b>Agenda Item</b>	<b>Adjournment</b>
--------------------	--------------------

Chairman Pangrazio asked if there was a motion to adjourn.

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

The motion carried.

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

Respectfully submitted, William Bacon, Secretary

Recorded by, Jocelyn Bishop, Senior Typist